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ANNUAL REPORT
of the Commissioners, Treasurer
and other County Officers



STRAFFORD COUNTY
New Hampshire
For the Year Ending
December 31, 1984

ANNUAL REPORT
of the Commissioners, Treasurer
and other County Officers

STRAFFORD COUNTY
New Hampshire

For the Year Ending
DECEMBER 31, 1984

STRAFFORD COUNTY DELEGATION
1984

C & K Printing
Rochester, N.H.

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STRAFFORD COUNTY OFFICERS

1984

COMMISSIONERS

Paul J. Dumont, Chairman

Rochester, N.H.

George Maglaras, Vice Chairman

Dover, N.H.

George A. Young, Clerk

Rochester, N.H.

TREASURER

Charles C. Crocco

Dover, N.H.

COUNTY ATTORNEY

Lincoln T. Soldati

Somersworth, N.H.

COUNTY SHERIFF

Richard Cavanaugh

Rochester, N.H.

CLERK OF SUPERIOR COURT

Donald Goodnow

Dover, N.H.

JUDGE OF PROBATE

Gary R. Cassavechia

Rochester, N.H.

REGISTER OF PROBATE

Margaret W. Ogden

Dover, N.H.

REGISTER OF DEEDS

Laura D. Carey (resigned May 1, 1984)

Dover, N.H.

Patsy Taylor

Rollinsford, N.H.

MEDICAL REFEREE

Pathologist Professional Association

Rochester, N.H.

NURSING HOME ACTING ADMINISTRATOR

Robert Wolter

York, ME.

CHAPLAINS

Dover Clergy Association

Dover, N.H.

COUNTY PHYSICIANS

Paul M. Choate, M.D.

Durham, N.H.

Roger Poulin, M.D.

Durham, N.H.

STRAFFORD COUNTY DELEGATION

1984

Roland Belhumeur	Dover, N.H.
Mary Bernard	Dover, N.H.
James Demers	Dover, N.H.
Helene Donnelly*	Dover, N.H.
Raymond Hennessey*	Dover, N.H.
Robert Jones	Dover, N.H.
William Kincaid*	Dover, N.H.
Arnold Peters	Dover, N.H.
Franklin Torr*	Dover, N.H.
Robert Whiting	Dover, N.H.
James Appleby*	Rochester, N.H.
Harold Chisholm*	Rochester, N.H.
Gerard Couture	Rochester, N.H.
Richard Creteau	Rochester, N.H.
William Fielding	Rochester, N.H.
Charles Grassie, Jr.	Rochester, N.H.
Robert Hussey*	Rochester, N.H.
Paul Meader	Rochester, N.H.
Janet Pelley	Rochester, N.H.
Ralph Torr	Rochester, N.H.
Anita Flynn*	Somersworth, N.H.
Paul Hamel*	Somersworth, N.H.
Martin Lussier*	Somersworth, N.H.
James Chamberlin*	Durham, N.H.
Charles Dingle	Durham, N.H.
Francis Robinson*	Durham, N.H.
Gerald Smith	Durham, N.H.
Joan Schreiber*	Madbury, N.H.
Paul Blouin*	Farmington, N.H.
Ronald Chagnon	Farmington, N.H.
George Musler	Barrington, N.H.
Frederick Timm	Barrington, N.H.
Albert Dionne*	Rollinsford, N.H.
Virginia Banks	Milton, N.H.
Victor Joos, Jr.*	Milton, N.H.

*Denotes Executive Committee Members

Resigned in 1983: David Bouchard*

Somersworth, N.H.

Deceased in 1983: Everett Sackett*

Lee, N.H.

COUNTY COMMISSIONERS REPORT

1984

After almost five years of comprehensive planning, construction of the Strafford County Department of Corrections complex began in March. At year's end, the facility was approximately eighty percent complete. Along with numerous requests from jail officials across the country to review the complex, the County was honored with two grants from the National Institute of Corrections that are aimed at assuring a successful opening of this "model penal institution." With opening ceremonies slated for May, 1985, we hope residents of Strafford County will visit the \$3.2 million facility and share our pride.

In December, we successfully completed negotiations with the Union that represents employees at Riverside Rest Home and the House of Corrections for a two year contract for 1985 and 1986. The contract settlement treats both employee and employer fairly and calls for an average wage increase of 4.2 percent in 1985, a revised sick leave plan that rewards good attendance, limits on summer vacations, and changes in health insurance coverage.

After eight months of review, the Almshouse Study Committee issued its final report concluding that options to revitalize the one-hundred year old facility into usable space are severely limited at this time.

In other areas: a successful roadside litter program utilizing County inmates to clean municipal roadways was implemented; the formation of the Cocheco Valley Humane Society to take over the animal shelter in the County's old piggery was approved by the Commissioners; and a stringent review process assured that human service agencies were accountable for the use of County funds.

In the following pages you will find descriptive information as to County government through annual reports of county Officials and department heads.

We would like to thank the County Delegation, our staff in the Commissioners Office and all County employees for their efforts in 1984.

BOARD OF COUNTY COMMISSIONERS

Paul J. Dumont, Chairman
George Maglaras, Vice Chairman
George A. Young, Clerk

STRAFFORD COUNTY EXECUTIVE COMMITTEE
Minutes of January 13, 1984

The January 13, 1984, Executive Committee meeting was called to order by Chairman Schreiber at 2:05 p.m.

Present: Appleby, Lussier, Blouin, Chamberlin, Hennessey, Hussey; Rep. Joos was late arriving at 2:40 p.m., Schreiber, and Torr (F).

Absent: Dionne, Donnelly, Flynn, and Kincaid.

County Treasurer Crocco, Commissioner Maglaras and Administrative Aide Casey spoke on the need to borrow for the present fiscal year in anticipation of taxes.

Moved by Torr, seconded by Chamberlin to authorize the County Commissioners to authorize the County Treasurer to borrow up to five million dollars in anticipation of 1984 taxes. The motion carried unanimously by a roll call vote:

Yeas (10) Appleby, Lussier, Blouin, Chamberlin, Chisholm, Hennessey, Hussey, Joos, Schreiber, Torr.

Nays (0).

Chairman Schreiber outlined concerns with duplicate public hearings by the Executive Committee and then the full delegation. Rep. Torr suggested delegation questions and public questions, while Lussier suggested a time limit or the session would run past midnight.

Rep. Hussey asked how do we find out more about the 80% of the budget that "can't be touched." Mr. Casey noted that Welfare and Riverside Rest Home's budget were difficult to cut. Chairman Schreiber asked for information concerning fringe benefits as these had monetary value.

Mr. Casey stressed the need for a \$40,000 contingency fund. Rep. Blouin asked how Human Service Audits were going and what happens if Federal and State cuts continue. Commissioner Maglaras stated that we'll probably cut human services—"We take care of our own first."

Rep. Appleby asked for the privilege to speak as the minutes of the November 28, 1983 meeting were reviewed. Rep. Appleby read his statement after the chair called a brief recess. Rep. Appleby then moved that his comments relating to the July 19, 1983 meeting included in the November 28, 1983 meeting, were prompted not in isolation but in response to comments made by Commissioner Dumont and Rep. Donnelly. The Clerk stated that he had no written record of these remarks and could not fairly recreate them. There was

no second to the Appleby motion.

The meeting then adjourned at 3:30 p.m.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

**STRAFFORD COUNTY
PUBLIC HEARING ON PROPOSED REVENUE SHARING FOR 1984
February 6, 1984**

The hearing was called to order at 7:30 p.m. in the Marital Master's Room in the Justice and Administration Building, Dover, N.H. by Chairman Schreiber. Roll call for the County Delegation was as follows:

Appleby, Lussier, Blouin, Chisholm, Dionne, Donnelly, Hennessey, Hussey, Joos, Kincaid, Schreiber, Banks, Belhumeur, Bernard, Chagnon, Couture, Demers, Fielding, Hamel, Pelley, Robinson, Timm, Whiting.

Absent: Chamberlin, Flynn, Torr (F), Creteau, Dingle, Grassie, Jones, Meader, Musler, Peters, Smith, Torr (R).

Commissioner Dumont explained that it is intended to break out big blocks of the anticipated \$299,000 to facilitate audit of the funds use. There was discussion as to whether the hearing was just "pro forma" or whether the Commissioners were really seeking guidance on how to use the funds. Chairman Schreiber explained that the intent was to solicit ideas.

Mr. Victor Hamel said that there were 100 people waiting for Home Health Care and that more funds were needed than those budgeted.

Mrs. Lorraine Morong noted that she had made recommendations over the years as to how Revenue Sharing funds be used and "they have never shown up."

Rep. Timm commented that the proper place to discuss funding was in the budget hearing.

There being no further comments from the public, the hearing adjourned at 8:05 p.m.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

**STRAFFORD COUNTY
PUBLIC HEARING ON THE COMMISSIONERS PROPOSED
1984 BUDGET
February 6, 1984**

Chairman Schreiber opened the hearing at 8:05 p.m., in the Marital Master's Room in the Justice and Administration Building, Dover, N.H. Roll call for the County Delegation was as follows:

Appleby, Lussier, Blouin, Chisholm, Dionne, Donnelly, Hennessey, Hussey, Joos, Kincaid, Schreiber, Banks, Belhumeur, Bernard, Chagnon, Couture, Demers, Fielding, Hamel, Pelley, Robinson, Timm, Whiting.

Absent: Chamberlin, Flynn, Torr (F), Creteau, Dingle, Grassie, Jones, Meader, Musler, Peters, Smith, Torr (R).

Commissioner Dumont explained that the budget represented about an 18% increase over last year with 16% increase attributable to the new Jail and 2% to the employees 6% raise and inflation. He stated that the Social Service agencies would continue to operate at 1983 levels and that Strafford Homemakers would be able to expand to 10%. Commissioner Dumont commented on the Administrative portion of the budget. He noted that the decrease in this account is attributed to a decrease in personnel and to the moving of workmen's compensation and unemployment figures to more appropriate lines.

Mrs. Lorraine Morong asked where legal costs concerning the Mary Louise Horn case appeared. Commissioner Dumont responded that they were under Riverside Rest Home's legal expenses. Lincoln Soldati noted a typographical error in the Justice and Administration's Maintenance line. Ellen Kilty of Dover asked why the contingency fund line was not budgeted items; Commissioner Dumont replied that there were uncertainties about court-related costs and doubts about a Sheriff vehicle with 112,000 miles. Commissioner Maglaras said that a contingency fund allowed the Delegation's executive committee to exercise its input in approving certain items. Commissioner Maglaras noted the enterprise funds of \$1,417 should be added to the line below for drapes.

County Attorney

URESA was defined as "uniform reciprocal enforcement of support act" after Rep. Fielding questioned the acronym. Commissioner Dumont again outlined uncertainties in costs contingent upon a new judge but projected costs at \$8,362 for one-half year attorney service and \$5,587 for one-half a year of clerical help.

Chairman Schreiber outlined the remaining scheduled budget meetings with the next being Friday, February 10th at 2:00 p.m.

Sheriff

Sheriff Cavanaugh noted that he had received comments concerning an increased budget but pointed out the bailiff and workmen's compensation lines as being responsible. He said there was a definite need for a new cruiser, that \$800 was needed for new radios and that the old cruiser would require increased auto repair.

Dispatch Center

Commissioner Dumont explained that seven towns were being asked to share \$4,500 costs for a new computer. Lincoln Soldati encouraged the full purchase of this computer by the County as its prime function would be to transmit State police records on criminal matters most often involving cases originating in the cities.

Medical Examiner

Commissioner Dumont recommended a change from \$9,000 to \$10,000 because of hospitals and their new billings for Lab work.

Superior Court

Commissioner Dumont noted the stenographic line had decreased and equipment was up.

Riverside Rest Home

Kate Desmond asked why the nursing budget line .04, page 32, why the raise granted in mid-year was not reflected in the actual expenditures. Terry Casey, administrative aide to the Commissioners, said it was not the practice to change budgets in mid-year.

Strafford Guidance

Mr. Tom Maynard, director, said that Mr. Casey and the Board of Commissioners had subjected his agency to an intensive dialogue. Differences were indicated in funding formulas and that the State had drawn back from outpatient care.

Mr. David Bamford noted that Guidance had had extreme difficulties in the past but with the new director things have been turned around.

Community Action

Commissioner Dumont said that CAP was losing funding for 4 outreach offices and if they were closed there would be additional burdens on County Welfare. He did not recommend funding the

recreation position in Farmington, Mr. Richard Hayes said the agency is being cut over \$60,000 of essential funds. Mr. Chet Tracey recommended the Commissioner's figure of \$40,000. Sister Sheila Cronin hoped that funding would continue and not have to be taken from another agency.

Ms. Kim Sherburne said that the CAP agency funneled over \$200,000 to Farmington alone. Patricia Keenan read a letter from Senator Lessard supporting funding. Another member of the general public went on record supporting CAP.

Strafford County Homemakers

Mr. Elton Vigent differed with statement that the Strafford County Homemakers reduced the number of Riverside Rest Home admissions. He pointed out that medicare would soon split into two groups—long term care and short term care. Patrick Eisenhart said that he expected only a \$280 surplus and commented that there is a current dissensitive to seek outside funds when County funds will be reduced by a corresponding amount. Commissioner Dumont asked for a third-party audit to determine the surplus question. Susan Roman said the Home-maker's helped to reduce out of district assignments of children from some families.

Strafford County Pre-Natal

Mr. Larry Niles said the \$18,000 identified surplus is really a contingency fund which would probably be used in acquiring new office space.

Mr. Don Black, County coordinator for the Strafford County Extension Service, thanked the county for the use of lands and facilities.

Mr. Glen Steward asked reconsideration of the Strafford Regional Planning's request for \$13,000 noting the statutes requiring a County master plan and the absence of one.

Mrs. Morong noted that the Riverside Rest Home addition would be paid off in 1988.

The hearing adjourned at approximately 10:30 p.m.

Respectfully submitted
Victor Joos, Jr. Clerk
Strafford County Convention

STRAFFORD COUNTY DELEGATION

Meeting of February 10, 1984

The Delegation meeting originally scheduled for February 3 and then rescheduled for February 10, was called to order by Chairman Schreiber at 2:15 p.m., beginning with the flag salute.

Present: Appleby, Lussier, Blouin, Chamberlin, Chisholm, Dionne, Donnelly, Hussey, Joos, Kincaid, Schreiber, Torr(F), Banks, Bernard, Couture, Demers, Fielding, Jones, Meader, Pelley, Timm, Torr(R)., Belhumeur.

Absent: Flynn, Hennessey, Chagnon, Creteau, Dingle, Grassie, Hamel, Musler, Peters, Robinson, Smith, Whiting.

The Delegation unanimously, by standing, passed a resolution honoring the late Everett B. Sackett. A brief recess was called for the town representatives to caucus. The meeting then resumed.

Rep. Robinson was nominated by Rep. Chamberlin to fill an Executive Committee vacancy. After being appropriately seconded, the measure passed unanimously by voice vote.

Rep. Schreiber outlined the approach the Delegation would take with respect to the budget. She then asked the County Attorney to clarify the two following questions for the Delegation:

- 1) Is the County Convention empowered to compel the application of county funds to the purposes for which they are appropriated?
- 2) If the answer to the above question is in the affirmative, can the County Commissioners override the expressed purposes of the convention?

Discussion next involved use of contingency funds for possible use to replace a high mileage Sheriff's car and to fill out possible extra personnel in the County Attorney's office. Mr. Soldati maintained contingency funds could only be used for "unanticipated" expenses while other representatives explained that "contingency" offered the Executive Committee control over the expenditures and might permit putting off purchases of a new vehicle for a year.

Rep. Schreiber then asked for an explanation of a capital reserve fund. Administrator Terry Casey explained that it was set at a relatively low level for tangible items, over \$1,000, be depreciable, and have a life of more than one year. He also explained that unexpended monies in the account accumulate rather than revert to surplus. The budget indicates that the Commissioners wish to use this year's \$20,000 for a word processing/data-based computer system—the possible first phase of four for all county purposes.

The Capital Reserve Fund of \$20,000 for Riverside Rest Home was

given the explanation the \$9,500 of that account had already been spent for the repairs to the nurses call system. It was also noted that items #3 and #4 were added together for the purchase of drapes.

The next matter that was discussed involved the investment of \$3.5 million intended for the Jail. It is estimated that those funds will earn \$265,000 in the year 1984 and also accrue \$112,000 in the year 1985 at which time the Commissioners will ask authorization to use this to complete the Jail. Mr. Casey told Rep. Fielding that it would probably take about 20 months of construction time to complete the facility.

Rep. Schreiber asked about the leasing of county lands of which there are 288 acres—180 of these acres are under lease and are accounted for separately. Rep. Schreiber said that the leases would expire this year and she noted that she would like a Delegation committee to review land utilization.

Rep. Torr asked about Trust Funds; Mr. Casey replied that they were being audited.

Rep. Schreiber asked about the budget impact of the negotiated 6% increases: Mr. Casey replied that the cost was \$235,000 which would not show in pay checks until after the budget was passed with payment retroactive. Should the Delegation not appropriate the above amount, negotiations would have to be re-opened.

Rep. Meader stated that with federal monies being cut, the maintenance concept of supporting human service agencies would mean an increasing County burden.

Rep. Joos commented that efforts to develop rural transportation systems to bring those people to centers ran opposite to the Community Action Program's attempts to maintain out-station offices. He also commented that HHC remarks about the disincentive in getting private monies over County money suggested a flaw in the maintenance approach.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,
Victor Joos Jr., Clerk
Strafford County Delegation

STRAFFORD COUNTY EXECUTIVE COMMITTEE Minutes of February 17, 1984

The meeting of the Strafford County Delegation's Executive Committee was called to order at 9:25 a.m. in the J. & A. Administration Building by Chairman Schreiber. The roll call showed present:

Appleby, Lussier, Blouin, Chamberlin, Chisolm, Dionne, Donnelly, Hennessey, Joos, Kincaid, Robinson, Schreiber, and F. Torr. Also present were Dingle and Jones.

Schreiber said that the purpose of the meeting was to receive the reports of the sub committees and to defer debate until later. She noted that original proposals were submitted in November and the process allowed up-dating.

F. Torr reported that the User Fee Committee had had two meetings to date and that the following ideas were just that, ideas, not proposals.

1. dispatch—eliminating as a county function or contracting.
2. user fee on social services on sliding schedule.
3. a reexamination of fees for serving papers.
4. jail work programs and renewing farm activities.

GENERAL GOVERNMENT

The Registrar of Deeds was identified as citing problems with storage of records and facing possible replacement of microfilm cameras. No specifics were available concerning costs. Administrative Aide Casey said Probate faced the same situation.

The possible use of capital reserve funds for the above purchases was discussed with Casey saying that account should be used for items costing more than \$1,000, being depreciable, and have a life of more than one year.

Dionne said the Commissioners were requesting a rug cleaning machine at a cost of \$2500. Commissioner Dumont said to hire the cleaning out would cost eight to nine thousand yearly and with the purchase of a machine rug cleaning could proceed on a yearly basis. Schreiber asked if the Supervisor of Maintenance ought not appear as a separate line. Dumont agreed and said that when the department originally started, the distinction had not been made.

Dionne said the sub committee unanimously agreed to set the contingency fund at \$25,000.

He said the sub committee was recommending \$115,985 for **Extension**, as that amount was the same as what the agency requested. Robinson said that negotiations in this area had been "peaceful", because Extension carried out the delegation's requested changes last year.

Dionne said **Soil Conservation** would like to be able to provide water for community gardens. Dumont said water was not the problem but that some gardeners' interest waned after planting. Lussier asked if it were not possible to get an idea on costs of such change. Dingle asked

if there weren't available monies. Dumont said: "Yes, \$7,000." Chamberlin said you can't buy everything and still hold costs down. Schreiber said these were not budgeted funds.

Dionne said the **Strafford County Regional Planning Commission** was not happy with a proposed \$3,800 county funding, having requested \$13,000. Representatives noted greater City participation. Casey said there had been a recognition that cities funding planning departments were a type of in-kind contribution.

Discussion then shifted to the County's **Self Insurance Program**. Casey said costs probably won't get any better, but that it is still the best way there is. F. Torr said deductibles ought to be increased. Robinson asked if it was discriminatory to hire only healthy people, and Schreiber asked if sick leave was really being used for sick leave.

After a break Schreiber asked County Attorney Soldati to share with the Executive Committee his research of statutes pertaining to the County conventions authority to compel commissioners to use funds of the purposes appropriated.

Soldati referred to Ch. 24:13 and Ch.24:14 saying these statutes say the delegation has clear authority to compel and limit expenditure. He said there has been assumption by some members of the delegation that authority only exists over departments bottom line. He cited the delegations deliberation by line item and a motion passed by the delegation requiring written permission from the Executive Committee to transfer funds.

Soldati went on to say that to do otherwise constitutes abuse of office. He also noted that delegation members had all sworn oaths to uphold the laws of the State of New Hampshire.

Robinson objected to Soldati's reference to a case in Cheshire County involving a construction project.

Soldati said that while the delegation has authority to appropriate by line item; they could not abolish an office such as the Sheriff which is required by statute.

Welfare Representative Chisolm then reported on the **Welfare Sub Committee** saying the committee agreed with the Commissioners request. That there was little that could be done to cut the amounts, and that the \$40,000 cut made last year had to be restored.

Revenues & Capital Budget F. Torr said the sub committee **Capital Reserve Fund** approves the purchases of a computer and suggested getting a committee of volunteers with expertise in this area to come up with the best system. Donnelly objected to one of the names Torr

suggested as a volunteer. Chamberlin supported the idea of an advisory committee to review the matter.

Other lines reviewed by Torr were:

Enterprise Fund where nurse call system had been repaired on an emergency basis and had gone out to bid at \$9500.

Bonded Department—no change.

Interest Earned Jail—new figure \$265,000.

Revenue Sharing—no changes.

Corrections & Justice, County Attorney—Hennessey said he thought the sub committee recommendation was good but that the late arrival of word that there would be additional judge time had complicated the matter of required personnel in the County Attorney's office. The final recommendation was for assistant attorney for six months. F. Torr asked if the possibility of a paralegal was investigated. Attorney Soldati said the second assistant would be doing case work and the caseload even without additional court time, justified a second assistant.

Hennessey questioned the appropriateness of advertising for positions which hadn't yet been approved. Soldati said it was not unusual to get resumes in anticipation of filling such posts and that applicants were advised of the tentativeness of the positions. Hennessey commented that the County Attorney's office seemed to be increasing its costs most rapidly.

Schreiber said that rather than creating positions; it used to be the case that the County just hired services. Blouin questioned the need for additional attorney time. "Is this that bad", he asked. "Yes," replied Soldati, "the backlog has built up over the years and we are presently working on 1982 offences. The practice of criminal law has increased in sophistication."

Sheriff—Hennessey said the sub committee recommended reducing .14 line workmen's compensation by \$474 to a new figure of \$17,169. He recommended that enough be in the contingency fund to purchase the Sheriff a vehicle if necessary. Discussion then centered on buying vehicles through the State to save money.

Dispatch Center—Hennessey reported that the cost of the State Police hook-up would be \$9000 plus \$1800 per year. Blouin noted that these costs were higher than those indicated earlier.

Superior Court—Hennessey recommended changes in the following lines

.22 \$600 to \$0.

.43 \$3600 to \$3200

.97 0 to \$2700

Casey said Superior Court will still need a typewriter, but thought with the shift of Court costs to the State, would have the County retaining title to the equipment.

Robinson explained that a committee he serves on is still working on the details.

House of Corrections—Hennessey said line.97 was in error and that the new recommended amount should be \$574,290.

Probate—The sub committee approved the Commissioners figures

Riverside Rest Home—The written report of the Riverside Rest Home was received. F. Torr reviewed the substances:

During 1983 the Riverside Rest Home has become newsworthy, not because of care of our client, but due to a poor and worsening relationship between the Commissioners and the Riverside Rest Home director. At this time in 1983, the sub committee recommended a raise for the Director to \$26,000 per year, and the Full Delegation concurred, as we believed her job performance to be exemplary. Since the ill-will between the Commissioners and Mrs. Horn, we are concerned that the clients at Riverside Rest Home and the taxpayers of Strafford County are becoming the true "losers" in this issue. We note the enormous amount of paperwork, appointments, etc., that the Director of a 4 million dollar operation must generate, and have restored money for her secretary to a full-time position. We were not shown a "position audit" that might have been the basis for the reduction in hours. Also, we noted that the position of Assistant to Housekeeping, recommended by all in 1983 and approved by the Full Delegation, was not filled. We asked for and received a break-out of the over-expended Administrative item of Labor Relations, account number 5100.20. Of the total of \$15,473.94, the amount of \$12,892.94 (for 1983 only) was expended for "Discharge of M. L. Horn."

County Attorney Soldati has expressed a legal opinion that may reinforce the authority of the Full Delegation to compel the Commissioners to more closely follow the

dictates of the budget decisions, the Full Delegation votes. This sub committee requests that the Executive Committee explore this opinion to a thorough legal resolution.

The role of the volunteer co-ordinator was discussed concerning possible changes.

The issue of \$9000 for line .20 labor relations was discussed with questions as to whether it would be sufficient or whether it ought not be included in a general government administrative line. Mr. Casey defended the Commissioners' recommendation and noting that outside council was a line item that was often overspent.

Representative Robinson asked if other lines were reduced as a result of the over-expenditure in line .20. Mr. Casey said no, and that he had heard no complaints before. Chairman Schreiber said that a gentlemen's agreement had been in effect in the past regarding such over-expenditures, seeking approval by the Executive Committee. "It is my hope that we will not be in doubt about such events," she said.

Torr asked if the \$12,892.94 expenditures for the "Discharge of M. L. Horn" represented the full cost. Mr. Casey said, "We have just received another bill." Schreiber asked about using the County Attorney's office, when legal advice was needed. Casey said that that had been the practice.

The line of assistant housekeeper was discussed. Mr. Casey was asked why the position was not filled. He said there was concern that the budget of last year was perhaps insufficient, and there was question of whether that position was really needed. "We are now convinced we need that position," he said.

The meeting was recessed at 4:35.

Respectfully submitted,
Victor Joos Jr., Clerk
Strafford County Delegation

EXECUTIVE COMMITTEE

Minutes of the Meeting of February 18, 1984

The Executive Committee of the Strafford County Delegation was reconvened at 9:25 a.m. by Chairman Schreiber, in the Justice and Administration Building, Dover, New Hampshire.

Roll Call: James Appleby, Martin Lussier, Paul Blouin, James Chamberlin, Harold Chisholm, Albert Dionne, Raymond Hennessey, Victor Joos, William Kincaid, Francis Robinson, Joan Schreiber, and Franklin Torr. Also present were Human Services Sub-Committee

members Virginia Banks, James Demers, Charles Dingle, and Ralph Torr.

Chairman Schreiber noted that there had been significant overages and short fall in revenue projections. Representative Hennessey stated that he resented having to wait for the Human Services Sub-Committee report.

Joos reported that the Policy and Procedures Salaries Committee had met and was recommending review of salaries of elected officials every two years.

Joos moved that the Executive Committee support the following salaries for elected officials:

County Attorney	\$27,500
Sheriff	18,500
Register of Deeds	18,500
Chairman, County Comm.	5,000
County Commissioners	4,500
Treasurer	1,400

The motion was seconded by Francis Robinson. Joos explained the recommendations were based on data that reflected pay for similar posts in other counties and was weighed by comparative ability to pay using tax base. He said it was important to note that historically these positions were not intended to be "dollar-a-year" types; and if you use the old argument of "they knew what it paid when they ran," it would never be possible to change the rates, because there was always an incumbent in any of these offices.

Lussier moved an amendment to keep all salaries the same, except the sheriff's. The second came from Chamberlin. The amendment was defeated by voice vote; the main motion carried 8 to 4 by roll call.

Yeas (8) Chamberlin, Chisholm, Hennessey, Joos, Kincaid, Robinson, Schreiber, and Torr.

Nays (4) Appleby, Lussier, Blouin, and Dionne.

County Delegation Budget: It was moved by Joos, seconded by Lussier, to set the County Delegation Budget at \$6700. Hennessey moved an amendment to set the mileage rate at 20¢ per mile for County Convention mileage. Francis Robinson seconded.

Yeas (8) Appleby, Chamberlin, Hennessey, Joos, Kincaid, Robinson, Schreiber, and Torr.

Nays (4) Lussier, Blouin, Chisholm, Dionne.

Then the motion to change the County Convention Budget to \$7900 carried by voice vote. The roll call vote on the main motion carried 8 to 4.

Yeas (8) Appleby, Chamberlin, Hennessey, Joos, Kincaid, Robinson,

Schreiber, and Torr. The motion carried.

It was noted by the Policies and Procedures Sub-Committee that County Convention mileage would only be paid for County Convention business as opposed to other county functions. That as an above motion made by Joos, seconded by Robinson, carried by voice vote.

Capital Expenditures:

Capital Reserve Fund - General: Torr moved, seconded by Kincaid, adoption of p.8 with Phase I expenditure on computer conditional to sub-committee's approval. Carried by voice vote.

Enterprise Fund: Torr moved an expenditure of \$20,000 for Enterprise Fund, seconded by Appleby. Carried by voice vote.

Bonded Debt: Moved by Torr, seconded by Robinson, p. 49 on bonded indebtedness be approved with notation to show intent. Carried by voice vote.

Revenue: Moved by Torr, seconded by Lussier, to set \$5,155,455 as Revenue figure, with change coming from jail interest change. Carried unanimously by voice vote.

Revenue Sharing: Torr moved, seconded by Joos, to accept Revenue Sharing of \$299,000 as recommended. Carried by voice vote.

Human Services: Representative Demers reported on the Human Services, saying that Strafford Guidance was being well run and supported Commissioners' request. The sub-committee supported the Commissioners' figure of \$40,000 for Strafford County Community Action. He said there probably will be some local requests for additional payments, but that the agencies' request for funds need not reflect audit costs this year or Farmington recreational costs.

Demers reported that the sub-committee voted 3 to 1 to request \$126,954 for Strafford County Homemakers, permitting an increase of 10% in services offered.

The sub-committee, on a 4 to 0 vote, recommended \$18,871 for Strafford County Prenatal, which would put them on a calendar year, but really represents only one-half year funding presently.

Demers said the sub-committee agreed with the Commissioners' request for Southeastern New Hampshire Drug and Alcohol Abuse funding. He also said the sub-committee recommended a \$2,000 contingency fund for Meals on Wheels.

The recommended figure for Great Bay was \$4,240. The Strafford County Child Care figure was \$21,858 and the Task Force on Family Violence was \$10,050.

The following votes on motions were as noted.

General Government: \$140,730 moved by Dionne, seconded by Robinson. Torr mentioned that probably this account should be where legal fees are budgeted. Carried by voice vote unanimously.

Register of Deeds: \$128,281 moved by Dionne, seconded by Robinson. Carried by voice vote.

J & A Maintenance: \$189,328 moved by Dionne, seconded by Robinson, to include a line with "Director of Maintenance." Carried by voice vote.

Temporary Loan: \$277,000 moved by Dionne, seconded by Robinson. Carried by voice vote.

Contingency: \$25,000 moved by Dionne, seconded by Robinson. Carried by voice vote.

Health Insurance: Riverside Rest Home \$263,000; County \$80,000 moved by Dionne, seconded by Chamberlin. Carried by voice vote.

Extension: \$115,985 moved by Dionne, seconded by Chamberlin. Carried by voice vote.

Soil Conservation: \$13,500 moved by Dionne, seconded by Chamberlin, with notation of Land Management Committee. Carried by voice vote.

Strafford Regional Planning: \$3800 moved by Dionne, seconded by Chamberlin. Carried by voice vote.

The report of the Sub-Committee on General Government was accepted unanimously by roll call.

Yeas (12) Appleby, Lussier, Blouin, Chamberlin, Chisholm, Dionne, Hennessey, Joos, Kincaid, Robinson, Schreiber, and Torr.
Nays (0).

Criminal Justice

County Attorney: \$113,212 moved by Hennessey, seconded by

Robinson. Amended to delete \$1,250 from County Attorney's salary increase by Lussier and Blouin. Amendment failed 6-6. Main motion carried by voice vote. Lussier recording opposition.

Register of Probate: \$8,719 moved by Hennessey. Chamberlin seconded. Carried by voice vote.

Judge of Probate: \$4,993 moved by Hennessey, seconded by Chamberlin. Carried by voice vote.

Sheriff: \$184,335 moved by Hennessey, seconded by Chamberlin. Carried by voice vote.

Dispatch: Hennessey moved to establish Dispatch with State Police hook-up. After discussion, it was amended to \$96,488 to keep Dispatch as is. The amended motion carried by voice vote.

Medical Examiner: \$10,000 was moved by Hennessey, seconded by Lussier. Carried by voice vote.

Superior Court: \$127,900 was moved by Hennessey and seconded by Chamberlin. Carried by voice vote.

Jail/House of Correction: \$574,290 was moved by Hennessey, seconded by Lussier. Carried by voice vote.

The report of the Sub-Committee on Criminal Justice was unanimously accepted by roll call vote.

Yeas (12) Appleby, Lussier, Blouin, Chamberlin, Chisholm, Dionne, Hennessey, Joos, Kincaid, Robinson, Schreiber, and Torr.

Nays (0).

Welfare: \$1, 979,470 moved by Chisholm, seconded by Blouin. Carried by voice vote.

The Sub-Committee report on Welfare was unanimously accepted by roll call vote.

Yeas (12) Appleby, Lussier, Blouin, Chamberlin, Chisholm, Dionne, Hennessey, Joos, Kincaid, Robinson, Schreiber, and Torr.

Nays (0).

Information and Referral: \$23,831 was moved by Chisholm, seconded by Chamberlin. Carried by voice vote.

Riverside Rest Home

Dietary: \$606,969 moved by Torr, seconded by Blouin. Carried by voice vote.

Nursing: \$2,038,107 moved by Torr, seconded by Blouin. Carried by voice vote.

Plant Maintenance: \$442,480 moved by Torr, seconded by Blouin. Carried by voice vote.

Laundry and Sewing: \$171,823 moved by Torr, seconded by Blouin. Carried by voice vote.

Housekeeping: \$208,204 moved by Torr, seconded by Blouin. Carried by voice vote.

Physician and Pharmacy: \$15,052 moved by Torr, seconded by Kincaid. Carried by voice vote.

Staff Ed.: \$20,818 moved by Torr, seconded by Kincaid. Carried by voice vote.

Physical Therapy: \$73,583 moved by Torr, seconded by Kincaid. Carried by voice vote.

Occupational Therapy: \$70,374 moved by Torr, seconded by Kincaid. Carried by voice vote.

Social Services: \$37,787 moved by Torr, seconded by Hennessey. Carried by voice vote.

Special Services: \$3,000 moved by Torr, seconded by Kincaid. Carried by voice vote.

Administration: \$209,228 moved by Torr, seconded by Appleby. Carried by voice vote.

Riverside Rest Home: \$3,897,425 moved by Chisholm, seconded by Lussier. Carried by voice vote.

The report of the Sub-Committee on Riverside Rest Home, as amended, was unanimously accepted by roll call.

Yeas (12) Appleby, Lussier, Blouin, Chamberlin, Chisholm, Dionne,

Hennessey, Joos, Kincaid, Robinson, Schreiber, and Torr.
Nays (0).

Executive Committee Meetings: Joos moved that the Executive Committee meet on a monthly basis to review the budget on a line item basis until it is possible to re-establish the trust necessary between the commissioners and the delegation.

The concept of a smaller committee was made as an amendment by Chamberlin, which he later withdrew.

Hennessey said it would mean too many meetings. Torr said it would act as an oversight committee. Robinson said the Executive Committee should be meeting on a monthly basis. Blouin said it would make being a representative a full time job. Schreiber said it would permit re-establishing the "gentlemen's agreement" necessary to the smooth functioning of county government. The motion was defeated on a 6-6 roll call vote.

Yeas (6) Appleby, Joos, Kincaid, Robinson, Schreiber, and Torr.

Nays (6) Lussier, Blouin, Chamberlin, Chisholm, Dionne, and Hennessey.

Strafford Guidance: \$60,000 moved by Torr, seconded by Joos. Carried by voice vote.

SCCAP: \$40,000 moved by Torr, seconded by Chamberlin. Carried on voice vote.

Strafford County Homemakers: \$126,954 moved. Carried by voice vote.

Strafford County Pre-Natal: \$18,871 moved by Torr, seconded by Lussier. Carried by voice vote.

SEHH Drug and Alcohol: \$22,834 moved by Torr, seconded by Lussier. Carried by voice vote.

Meals on Wheels: \$2,000, with the approval of the sub-committee, was moved by Torr and seconded by Lussier.

Great Bay T.C.: \$4,240 moved by Torr, seconded by Chamberlin. Carried by voice vote.

SCCCA: \$21,858 moved by Torr, seconded by Lussier. Carried by voice vote.

STFFV: \$10,050 moved by Torr, seconded by Chamberlin. Carried by voice vote.

Moved by Chamberlin, seconded by Torr, that a total of \$4,535,149 be raised by taxes.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

STRAFFORD COUNTY DELEGATION Minutes of March 2, 1984

The meeting was called to order at 9:30 a.m. by Chairman Schreiber in the Justice and Administration, Courtroom #2, opening with the flag salute. The roll call showed the following present:

Present: Appleby, Chagnon, Chisholm, Dionne, Donnelly, Hussey, Joos, Kincaid, Schreiber, Torr (F), Blouin, Banks, Belhumeur, Bernard, Couture, Dingle, Fielding, Jones, Lussier, Meader, Pelley, Robinson, Timm, Torr (R).

Absent: Chamberlin, Flynn, Hennessey, Creteau, Demers, Grassie, Hamel, Musler, Peters, Smith, Whiting.

Rep. Robinson suggested the delegation give its best wishes to departing administrative aide, Terry Casey. The delegation did so by rising with applause.

Rep. Joos moved to amend the minutes of February 10, 1984, Strafford County Delegation meeting, to show that Rep. Belhumeur and Rep. Lussier were present. The corrected minutes were then approved after Lussier and Torr (F) moved their acceptance. Rep. Donnelly asked about the attendance of the third Commissioner. Banks moved a 4:00 p.m. adjournment to the meeting which carried unanimously by voice vote.

Torr moved to appropriate the total of \$140,730.00 to the account **4100 - Administration** as recommended by the Executive Committee. Chisholm asked if a new administrative assistant would receive the same salary as the one departing. Chagnon asked if Commissioners Dumont wanted to fill the position having said earlier that he was opposed to the concept. Commissioner Dumont said he had earlier been opposed but had changed his mind upon seeing an increased complexity of county government. Commissioner Dumont said an official job description had been prepared for the position. He said that they would probably pay close to the same amount for that line this year as last.

Rep. Chagnon moved to amend the motion to change the bottom line

to \$137,730.00 with a second from Dingle. Hussey asked whether questions of costs might be best handled in a contingency fund. Belhumeur further amended with a second by Donnelly to include the words "up to \$22,000" as guidelines to salary. This amendment was rejected—the amendment to appropriate \$137,730.00 was defeated:

Yays (7) Appleby, Chagnon, Joos, Banks, Belhumeur, Dingle, Meader.

Nays (16) Chisholm, Dionne, Donnelly, Hussey, Kincaid, Torr (F), Blouin, Bernard, Couture, Fielding, Jones, Lussier, Pelley, Robinson, Timm, Torr (R).

The amendment was defeated.

The original motion then carried by voice vote: to appropriate a total of \$140,730.00 for account 4100.

F. Torr moved to appropriate the total of \$128,281.00 to the account of **4120 - Register of Deeds** as recommended by the Executive Committee. Seconded by Dionne, who noted the Register's humidifier and micro-filming needs. The motion carried by voice vote.

F. Torr moved to appropriate the total of \$189,328.00 to the account of **4160 - Justice and Administration Building Maintenance** as recommended by the Executive Committee. Seconded by Dionne. Rep. Chagnon objected to the absence of explanation of increased costs and objected to the change from last year's format. Most of the changes in this line were attributed to the change in accounting for Workmen's Compensation and increases in salaries and benefits of the 6% increase. The motion carried by voice vote.

F. Torr moved, seconded by Dionne to appropriate the total of \$277,000.00 to the account of **9100.01 - Interest on Temporary Loan**, as approved by the Executive Committee. The motion carried by voice vote.

Joos outlined the **9100.02 - County Convention** account budget of \$7,900.00 as outlined in the Executive Committee minutes of February 18th. Torr moved the amount of \$7,900.00 be appropriated, and Schreiber then noted that there should be a separate vote on the proposal to raise Delegation mileage from 15¢ to 20¢ per mile. The vote was affirmative. F. Torr amended the motion, seconded by Kincaid to make the change effective as of January 1, 1984, which carried by voice vote. A roll call vote was taken on the main motion as amended.

Yeas (16) Appleby, Donnelly, Joos, Kincaid, Schreiber, Torr, Banks, Belhumeur, Bernard, Couture, Dingle, Fielding, Jones, Robinson, Timm, Torr.

Nays (6) Chisholm, Dionne, Hussey, Blouin, Lussier, Pelley.

The motion to appropriate \$7,900.00 to account 9100.02, County Convention, which included an amendment to increase the Delegation

mileage from 15¢ to 20¢ per mile, passed as amended.

Torr moved, seconded by Dionne, to appropriate the total of \$25,000.00 to the account of **9100.03 - Contingency** as recommended by the Executive Committee. The motion carried by voice vote.

Torr moved, Dionne seconded the motion to appropriate the total of \$20,000.00 to the **Capital Reserve Fund** as recommended by the Executive Committee. F. Torr explained that this represented the first phase of computer facilities purchase which could reach a total of \$80,000-\$90,000 when full services were installed over a four year period. Terry Casey commented that this was one fund which did not lapse at the end of the fiscal year to surplus. The motion then carried by voice vote.

The Delegation then recessed for 10 minutes.

The Delegation then reconvened and F. Torr moved with a second from Robinson, to appropriate the total of \$113, 212.00 to the account of **4110 - County Attorney**, as recommended by the Executive Committee. Robinson explained the new amount included the additional services of an assistant attorney and secretary plus a raise of \$2,500.00 for the County Attorney. Dionne then amended the motion that the amount of the total account 4110 be still \$111,962.00 with a second by Lussier, this being a \$1,250.00 decrease in the County Attorney's recommended salary. Joos explained the Policy and Procedures Committee recommendations of \$2,500.00. Chagnon questioned the number of staff and workload—Robinson explained that the Strafford County caseload was the heaviest in the State. Dionne explained that it was his intent to make the County Attorney's raise the same as those for the Register of Deeds and Sheriff. The amended amount was passed by a roll call vote as follows:

Yeas (14) Appleby, Chagnon, Chisholm, Dionne, Donnelly, Hussey, Kincaid, Blouin, Couture, Jones, Lussier, Meader, Timm, Torr (R).

Nays (10) Joos, Schreiber, Torr (F), Banks, Belhumeur, Bernard, Dingle, Fielding, Pelley, Robinson.

The amended salary amount was passed. The amended main motion then carried by voice vote.

F. Torr moved with a second from Robinson to appropriate the total of \$8,719.00 for the account **4130 - Register of Probate**, as recommended by the Executive Committee. The motion passed by voice vote.

F. Torr moved with a second by Robinson to appropriate the total of \$4,993.00 to the account **4131 - Judge of Probate** as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved, Robinson seconded the motion that a total of \$184,335.00 be appropriated to the account of **4140 - Sheriff** as

recommended by the Executive Committee. The measure passed by voice vote with Chagnon's opposition recorded.

F. Torr moved, seconded by Robinson that a total of \$96,488.00 be appropriated to the account of **4141 - Dispatch** as recommended by the Executive Committee. The intent here is to leave Dispatch as is with no local solicitation for added on services. The motion carried by voice vote.

F. Torr moved, Robinson seconded a motion to appropriate a total of \$10,000.00 to the account of **4150 - Medical Examiner**, as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved, seconded by Robinson, to appropriate the total of \$127,900.00 to the account of **4180 - Superior Court** as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved, seconded by Belhumeur, to appropriate, \$574,290.00 to the account of **6100 - Jail** as recommended by the Executive Committee. Motion carried by voice vote.

F. Torr moved, seconded by Chisholm, to appropriate a total amount of \$1,979,470.00 to the account **4190 - Welfare** as recommended by the Executive Committee. The motion carried by voice vote. Chagnon commented that Mrs. Cosgrove had done a fine job with the Welfare budget, the sub-committee commended her services. A motion to the same by F. Torr, seconded by Chisholm also carried by voice vote.

F. Torr moved, seconded by Chisholm to appropriate the total of \$23,831.00 to the account of **4191 - Information and Referral**, as recommended by the Executive Committee. The motion carried by voice vote.

The following Delegation action to the Riverside Rest Home accounts developed as follows:

5100 - Administration

Moved by Torr, seconded by Jones, to appropriate a total amount of \$209,228.00 to account 5100 as recommended by the Executive Committee. Motion carried by voice vote.

5130 - Dietary

Moved by Torr, seconded by Jones to appropriate a total amount of \$606,969.00 to account 5130 as recommended by the Executive Committee. Motion carried by voice vote.

5140 - Nursing

Moved by Torr, seconded by Jones, to appropriate a total amount of \$2,038,107.00 to account 5140 as recommended by the Executive

Committee. Motion carried by voice vote.

5150 - Plant Maintenance

Moved by Torr, seconded by Jones to appropriate a total amount of \$442,480.00 for account 5150 as recommended by the Executive Committee. The motion carried by voice vote.

5160 - Laundry and Sewing

Moved by Torr, seconded by Jones to appropriate a total amount of \$171,823.00 to account 5160 as recommended by the Executive Committee. Motion carried by voice vote.

5170 - Housekeeping

Moved by Torr, seconded by Jones to appropriate a total amount of \$208,204.00 to account 5170 as recommended by the Executive Committee. Motion carried by voice vote.

5180 - Physician and Pharmacy

Moved by Torr, seconded by Jones to appropriate a total amount of \$15,052.00 to account 5180 as recommended by the Executive Committee. Motion carried by voice vote.

5190 - Staff Education

Moved by Torr, seconded by Jones to appropriate a total amount of \$20,818.00 to the account of 5190 as recommended by the Executive Committee. Motion carried by voice vote.

5191 - Physical Therapy

Moved by Torr, seconded by Jones to appropriate a total amount of \$73,583.00 to account 5191 as recommended by the Executive Committee. Motion carried by voice vote.

5192 - Occupational Therapy

Moved by Torr, seconded by Jones to appropriate a total amount of \$70,374.00 to account 5192 as recommended by the Executive Committee. Motion carried by voice vote.

5195 - Social Services

Moved by Torr, seconded by Jones to appropriate a total amount of \$37,787.00 to account 5195 as recommended by Executive Committee. Motion carried by voice vote.

5196 - Other Special Services

Moved by Torr, seconded by Jones to appropriate a total of \$3,000.00 to account 5196 as recommended by the Executive Committee. Motion carried by voice vote.

Appleby expressed his wish for the reconsideration of the County Attorney salary line item and Chisholm requested the same for the Director of Welfare.

Torr moved, seconded by Lussier to appropriate a total figure of \$3,897,425.00 to the Riverside Rest Home budget, as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved, with a second by Robinson, to appropriate the total of \$20,000.00 to the **Enterprise - Capital Reserve Fund**, as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved, seconded by Dionne, to appropriate a total of \$115,985.00 to the account **8360.01 - Extension Service** as recommended by the Executive Committee.

Torr moved, seconded by Dionne, to appropriate the total of \$13,500.00 to account **8360.02 - Soil Conservation Service** as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved with a second by Dionne, to appropriate the total of \$3,800.00 to account **8360.03 - Regional Planning Commission** as recommended by the Executive Committee. The motion carried by voice vote. Fielding noted his opposition, stating that the funds were insufficient.

F. Torr moved, second by Banks, to appropriate the total of \$60,000.00 to the account **9350.01 - Strafford Guidance Center** as recommended by the Executive Committee. The motion carried by voice vote.

F. Torr moved, seconded by Banks, to appropriate the total of \$40,000.00 to the account of **9350.02 - Community Action** as recommended by the Executive Committee. An amendment by Banks, seconded by Joos to reduce the County contribution by the amounts raised locally was defeated after much discussion. The main motion then carried by voice vote. Belhumeur wished to go on record as being against this motion.

F. Torr moved, seconded by Lussier, to appropriate the total of \$126,954.00 to account **9350.03 - Strafford County Homemakers** as recommended by the Executive Committee. The motion carried by voice vote. Torr moved, and it was duly seconded to instruct the Homemakers to adopt a proper fee schedule. The motion carried.

F. Torr moved, seconded by Belhumeur to appropriate a total of \$18,872.00 to the account of **9350.04 - Pre-Natal and Family Planning**

as recommended by the Executive Committee. The motion carried by voice vote.

Moved by Schreiber, seconded by Banks, to appropriate a total of \$2,000.00 to account **9350.06 - Meals on Wheels** as recommended by the Executive Committee. The motion carried by voice vote.

Moved by Schreiber, seconded by Belhumeur, to appropriate a total of \$4,240.00 to account **9350.07 - Great Bay Training Center** as recommended by the Executive Committee. Motion carried by voice vote.

Moved by Schreiber, seconded by Banks, to appropriate a total of \$21,858.00 to account **9350.08 - Strafford County Child Care Association** as recommended by the Executive Committee. Motion carried by voice vote.

Moved by Schreiber, seconded by Banks, to appropriate a total of \$10,050.00 to account **9350.09 - Seacoast Task Force on Family Violence** as recommended by the Executive Committee. Motion carried by voice vote.

Moved by Schreiber, seconded by Banks, to appropriate a total of \$7,500.00 to account **9350.10 - Crisis Intervention Program** as recommended by the Executive Committee. Motion carried by voice vote.

F. Torr moved, seconded by Lussier, to appropriate a total of \$445,610.00 to the account of **9100.02 - Interest on Bonded Debt** as recommended by the Executive Committee. Motion carried by voice vote.

F. Torr moved, seconded by Lussier, to appropriate a total of \$660,000.00 to account **9100.03 - Principle on Bonded Debt** as recommended by the Executive Committee. Motion carried by voice vote.

F. Torr moved, seconded by Bernard to appropriate a total of \$263,000.00 to the account of **9500.01 - Riverside Rest Home Health Insurance** as recommended by the Executive Committee. Motion carried by voice vote.

F. Torr moved, seconded by Dionne, to appropriate a total of \$80,000.00 to **9200.01 - J & A Building and Jail - Health Insurance** as recommended by the Executive Committee. Motion carried by voice vote.

Moved by Torr, seconded by Chagnon to adjust the Revenue Sharing funds to be as follows:

Strafford County Homemakers:	\$126,954.00
Pre-Natal & Family Planning	\$ 18,871.00
Task Force on Family Violence:	\$ 10,050.00
Strafford Co. Child Care:	\$ 21,858.00

Welfare-Intermediate Nursing Care: \$121,267.00

The motion carried by voice vote.

Rep. Appleby requested reconsideration of the County Attorney's salary line, Rep. Fielding seconded. Reconsideration was defeated by voice vote.

Chisholm then requested reconsideration of Welfare Director's salary line, Appleby seconded the request. The move was defeated by voice vote.

F. Torr moved, seconded by Lussier to an amount of \$150,000.00 as surplus to reduce the taxes. The motion carried by voice vote.

F. Torr moved, seconded by Lussier, to set a figure of \$5,155,455.00 for Revenues. The motion carried by voice vote.

F. Torr moved, seconded by Robinson, to appropriate a total of \$9,716,354.00 for 1984 Strafford County expenditures for the county's functions. The motion carried by roll call:

Yeas (21) Appleby, Chisholm, Dionne, Donnelly, Hussey, Joos, Kincaid, Schreiber, Torr (F), Blouin, Banks, Belhumeur, Bernard, Couture, Dingle, Fielding, Jones, Pelley, Robinson, Timm, Torr (R).

Nays (1) Lussier.

Moved by F. Torr, seconded by Robinson, that the amount to be raised by taxes be set at \$4,410,899.00 for Strafford County purposes.

Roll call:

Yeas (23) Appleby, Chagnon, Chisholm, Dionne, Donnelly, Hussey, Joos, Kincaid, Schreiber, Torr (F), Blouin, Banks, Belhumeur, Bernard, Couture, Dingle, Fielding, Jones, Meader, Pelley, Robinson, Timm, Torr (R).

Nays (1) Lussier.

The motion carried.

Rep. Timm recommended that next year all Delegation members receive sub-committee reports in the mail before the Delegation budget meetings.

Rep. Chagnon read a resolution honoring administrative aide Terry Casey. (See attached copy of resolution) which was adopted unanimously by a rising vote of the Delegation.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

**EXECUTIVE COMMITTEE
OF THE STRAFFORD COUNTY DELEGATION
Minutes of May 18, 1984 Meeting**

The meeting of the Strafford County Delegation's Executive Committee was called to order at 1:35 p.m. by Chairman Schreiber in the Justice and Administration Building, Dover, on May 18, 1984.

Present: Appleby, Lussier, Blouin, Chisholm, Donnelly, Flynn, Hennessey, Hussey, Joos, Robinson, Schreiber, Torr (F), Banks, Jones.

Absent: Chamberlin, Dionne, Kincaid.

Commissioner Maglaras noted that Commissioners Dumont and Young were absent because of important business.

Joos moved acceptance of the previous minutes and that they be amended to reflect the recorded final, total of the Executive Committee's budget total and adjournment time. The motion was carried by voice vote.

Rep. Appleby commented that the affair honoring volunteers at the Riverside Rest Home was excellent. Rep. Jones agreed saying other counties do not have the same level of volunteer participation.

Rep. Robinson reported on the General Government accounts for the first quarter and stated that most accounts were at the 25% level and noted that some storm damage had occurred that had required attention.

Commissioner Maglaras explained that the courts were negotiating for the entire second floor of the Justice and Administration building and noted that a higher lease figure might be realized if renovations were carried out.

Rep. Schreiber asked about additional space for the County Attorney. Commissioner Maglaras said the new personnel will require more space and that the old Information and Referral Office has been suggested to the County Attorney. In reference to the probable use of Court space, Rep. Donnelly said that we should get blue prints and determine that use of space as "we are the lawmakers."

Commissioner Maglaras said the Delegation must ratify the lease whatever it is. Rep. Joos asked about the nature of the lease and whether the County might not end up leasing the space to the courts only to end up paying for the space.

Commissioners Maglaras and Rep. Robinson said the final nature of Court use of space and paying for the same is still up in the air. Rep. Lussier expressed concern about fire safety on the second floor if court security arrangements were carried out.

Treasurer Crocco said the County was looking good in the

investment market.

Rep. Hennessey reported on the Criminal Justice accounts, stating that the additional attorney is going to be needed on a continuing basis, but that with a data processing system the proposed secretary might not be necessary. He said that rains had slowed jail construction but that it was still about a week ahead of schedule. He added that newly trained deputies would probably be needed by the end of the year.

Commissioner Maglaras said there would probably need to be new money in January 1985 for new guards, but there would be no need for a special appropriation.

Rep. Hennessey said that the work program committee was active but not yet ready to report.

Commissioner Maglaras said the new jail would be about 75% complete by September or October, 1984, and that between \$100,000 and \$200,000 additional appropriation for parking and landscaping would be needed.

Rep. Chisholm reported that the State Welfare was late as usual in billing the County Welfare, but that the first quarter figures for the County Welfare were about right on budget.

Rep. Jones reported on the Riverside Rest Home accounts and said he was initially concerned about the 27% expenditure for the first quarter but he then learned that this reflected one extra pay period. Rep. Jones said the Horne case goes to the State Supreme Court on June 12.

Commissioner Maglaras noted that the two boilers servicing the Riverside Rest Home were running on borrowed time. Questions then followed on just what buildings were heated and what the County might anticipate for heating requirements.

Commissioner Maglaras explained a new State law that would require smoke detectors in all Riverside Rest Home rooms but noted that the law did not have any implementation date.

Rep. Hussey suggested that with personnel on duty 24 hours around the clock that smoke detectors should not be necessary.

Rep. F. Torrasked whether there had been a meeting regarding cities and towns helping out with fire protection. Commissioner Maglaras said that such a meeting was pending.

Rep. Blouin said that the Sheriff's older car has apparently acquired a "second wind" and hadn't required replacement.

Rep. Joos commented on the County Conventions budget and stated with 75% of the work done for this year, about 50% of funds had been expended.

Commissioner Maglaras said that meetings were in progress regarding data processing. Frank Torr said that revenue collections were on target but as usual there were delays for the Register of Deeds with attorney's not paying in a timely fashion.

Commissioner Maglaras said that there were "no real waiting lists" presently for people waiting to get into Riverside Rest Home.

Rep. Jones reported as Chairman of the Alms House Study Committee and stated that the prognosis was not good for an alternative use of the building as renovation costs exceeded new construction costs. With one additional meeting to complete, he said a written report would finalize the committee's deliberations.

A discussion of Human Service agencies followed concerning County audits and contracts for services. There is apparently some concern by agencies that the County's interest should not extend beyond service units contracted. Other agencies seemed quite willing to work under the audit arrangement.

Rep. F. Torr reported no progress on the User Fee committee.

Rep. Blouin said that the Resource agencies were doing a fine job.

Rep. Banks reported that the Conservation Commission was still getting lists of conservators, going to reclaim a gravel pit, selling hydrants and helping Dover and Rochester with cluster zoning concepts.

Rep. Schreiber appointed Reps. Banks, Dingle, Meader, Pelley and Joos to a land use committee which should be ready to report by mid-summer.

Rep. Lussier's motion to adjourn at 4:45 p.m. was duly seconded. The motion carried by voice vote.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

EXECUTIVE COMMITTEE OF THE DELEGATION

Minutes of the Meeting of August 10, 1984

Present: Appleby, Lussier, Chamberlin, Dionne, Donnelly, Flynn, Joos, Kincaid, Robinson, Schreiber, Torr (F), Banks and Jones. Rep. Hennessey arrived late.

Absent: Chisholm, Hussey.

The August 10th meeting of the Strafford County Delegation's Executive Committee was called to order by Chairman Schreiber at

10:10 a.m. in the Justice and Administration Building, Dover, NH. A moment of silent prayer, a flag salute and adoption of the minutes followed.

A resolution honoring Rep. Paul Blouin was read and approved unanimously with the entire Committee rising. (A copy of this resolution is attached).

Rep. Hennessey explained that the Criminal Justice Committee approved the use of contingency funds to pay additional County Attorney office personnel. Judge Nadeau and Don Goodnow, Clerk of Superior Court, testified that with increased scheduled judge time in Strafford County that the third County Attorney's position would be necessary and would be needed full-time next year. Rep. Robinson asked if the pending cases had been cut. Mr. Goodnow said that more cases had been processed than had been entered and that criminal cases had been processed more quickly. Robinson said the important thing was that the courts worked the way they were meant to work. It was moved by Robinson, seconded by Lussier to transfer \$5,335.00 to the County Attorney's account from the contingency fund. The motion carried by voice vote and then passed unanimously by roll call.

Yeas (12) Appleby, Lussier, Chamberlin, Dionne, Donnelly, Flynn, Hennessey, Joos, Kincaid, Robinson, Schreiber, Torr.

Nays (0). The motion carried.

Rep. Banks reported on the Human Services agencies and asked the Commissioners how to best resolve the problem encountered by decreasing County human service funding if the agencies get unanticipated outside help—this acts as a disincentive. Rep. Robinson said that we ought to have an incentive, not a disincentive to seek out additional funding.

Commissioner Chairman Dumont explained a recent letter to the direction of Strafford County Homemakers concerning funding and a perceived delay. Administrative Aide Fratto said streamlining the audits made it a process which agencies would be able to complete in a couple of hours. Commissioner Maglaras said a response to the disincentive of county funding would require a new type of contract between the County and the human service agencies, but this point has not yet been reached.

Rep. Banks reported that the Land Management Review committee would soon be submitting its report.

Rep. Jones reported that the Riverside Rest Home expenditures were right on target with 50.6% expended at mid-year. He noted that it was his understanding that labor relations funds had been overspent. He explained that the steam boiler in the Riverside Rest Home kitchen needed replacing and that the wastewater treatment facility had been

getting the attention that it needed. Responding to a question he noted that Assistant Administrator Melody Jones had one more course to complete before acquiring certification. Commissioner Dumont said that \$2,109 had been authorized for the repair of the boiler, that there was a major break in the wastewater line, that the Sheriff's department needed \$835 for a mobile radio, that \$8,000 was needed for maintenance to repair and replace sheds and to store salt and equipment, and that \$1,600 was needed for the waste water treatment sewer line repair. Chairman Schreiber noted that capital expenditures should not be coming out of contingency funds and Rep. Robinson responded that this was precisely what contingency funds were intended for.

Commissioner Dumont said there was a \$9,000 expenditure from labor relations but that the County had five cases pending. The County can over expend this line when it involves "a judgement against the County." He said the County would finish the budget year with all kinds of money. Commissioner Maglaras commented that revenue changes indicated \$40,000 more than anticipated. Rep. Dionne asked why with surplus lines that money was being taken from contingency. Chairman Schreiber accepted the motion to transfer \$17,870 from contingency for the following projects and repairs—the motion was duly seconded.

\$8,000 - maintenance dept. for shed

\$ 835 - mobile radio for Sheriff

\$2,109 - repair of boiler at Riverside

\$5,335 - 2nd assistant attorney in Co. Attorney's office

\$1,591 - waste water plant sewer line repair

\$17,870

Yeas (12) Appleby, Lussier, Chamberlin, Dionne, Donnelly, Flynn, Hennessey, Joos, Kincaid, Robinson, Schreiber, Torr.

Nays (10). The motion carried.

Commissioner Maglaras said the waste water treatment plant's sewer line was plugging due to a management problem because cups and rags were being flushed into the system. He said a rendering company would be taking the garbage and that biogradable cleaning products would be used. Rep. Torr said that revenues were coming in fine and complimented the Commissioners on their investments.

Administrative Aide Fratto said the computer system proposal was ready to go to bid. It was moved by Chamberlin, seconded by Hennessey that computer equipment be procured. The motion carried by voice vote.

Rep. Dionne reported on the General Government accounts and noted that the Register of Deeds is running out of space and that maintenance was proceeding well.

Rep. Hennessey noted that the Sheriff's car of past discussion was still running well.

Commissioner Dumont noted that day care facilities in northern Strafford County were lean. Rep. Lussier moved, and it was seconded by Kincaid, that a proposal for a facility in Farmington be called The Paul Blouin Day Care Center. The motion carried unanimously.

The meeting adjourned at 1:07 p.m.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

**EXECUTIVE COMMITTEE MEETING OF THE
STRAFFORD COUNTY DELEGATION
Minutes of November 29, 1984**

The meeting of the Strafford County Delegation's Executive Committee was called to order at 1:35 p.m. in the Superior Court Room by Vice Chairman Franklin Torr and opened with the pledge to the flag and a moment of meditation.

Reports were heard from the sub-committee chairs concerning expenditures and operations. Representative Jones reported that the Riverside Rest Home was "in great shape" financially, but that there were some management problems to be resolved. He said the waste water treatment problem had been corrected and that the situation had gone from problem status to one of the best systems around.

Representative Hennessey reviewed the Criminal Justice accounts, while Representative Franklin Torr reported that revenues and data processing were on target.

Representative Chisholm reported on the Welfare Department, noting that group home use for the board and care of children was increasing, causing higher costs than would foster care. He projected a \$34,000 surplus in line item #4190.59, county patients and praised Ms. Janet Cosgrove for professional and cost-effective management of the Welfare Office.

Representative Joos reported that at the third quarter only 49 percent of the County Convention budget had been expended.

Representative Donnelly asked why money at Riverside Rest Home was not available to fill vacant positions. Commissioner Dumont responded that the County "did not just hire anybody."

Representative Dionne reported that General Government accounts were in good order.

Representative Chamberlin moved, with a second by Representative Lussier, to accept the third quarterly report. The motion carried.

Commissioner Dumont explained that the County was not in a position to announce the name of a Riverside Rest Home Administrator, saying that the salary level was not sufficient to attract a qualified individual and asked the Executive Committee to approve an additional \$2,440 in salary. Commissioner Maglaras allowed that it was a difficult request, but a necessary one to make in light of the impact it would have on negotiations and other administrative salaries.

Representative Joos questioned the urgency of having to approve the raise when the Delegation would still have to approve the individual appointment at a later date.

Representative Banks asked which job description was being used—the old one or the one having the administrator report to the Commissioners' Administrative Aide.

Representative Hussey said he expected the Commissioners to provide more information to the Delegation on such matters in the future.

Representative Chamberlin asked for a review of what other counties pay similar positions.

A motion by Representative Kincaid, seconded by Representative Lussier to raise the Riverside Rest Home Administrator's salary by \$2,440, not to exceed \$30,000, was carried unanimously by roll call vote.

Present and voting for the above were Representatives Appleby, Lussier, Chamberlin, Chisholm, Dionne, Donnelly, Flynn, Hennessey, Hussey, Joos, Kincaid, and F. Torr.

With no further business, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

STRAFFORD COUNTY DELEGATION

Minutes of November 29, 1984

The meeting of the Strafford County Delegation was called to order by Vice Chairman F. Torr. The flag salute and meditation preceded the roll call which showed the following members present:

Present : Appleby, Lussier, Chamberlin, Flynn, Hennessey, Hussey, Joos, Kincaid, F. Torr, Banks, Bernard, Chagnon, Couture, Demers, Fielding, Grassie, Jones, Musler, Timm, R. Torr, and Whiting.

Chairman Torr introduced the incumbent and newly-elected

Commissioners and Representatives and asked the sub-committee chairs to review their reports presented at the earlier Executive Committee meeting.

Representative Demers reported on the Human Services saying relations between the County and agencies had improved to the point where necessary information was available, but that the concept of the County as funder of last resort needed some review as there may be a disincentive involved with a strict interpretation of concept.

Representative Banks presented the Land Management sub-committee's report. The committee met a total of four times. The first meeting was an organizational meeting. The second meeting, the sub-committee toured the grounds around the Justice and Administration (J & A) Building and the farmlands. Cal Shroder and Don Black, along with Glenn Fratto, conducted the tour.

The land leases were discussed and it was recommended to the Committee that the land leases should be for a period of six years to allow for rotation of crops and to protect the land. The possibility of smaller leases in the wet area was discussed for crops other than corn and hay.

The animal shelter was toured; the lack of care given to the building and animals was evident. This was before the Stratham group took over the temporary running of the shelter. Workers from that group were busy cleaning up the mess the previous group had left behind.

The fruit orchard used for demonstration purposes was also toured. The original plan was to use the fruit from this orchard for the Rest Home and Jail. This was not possible this year because the trees were not sprayed on time. A need for a part time outdoor worker from the months of April to October was expressed at this time. The J & A maintenance crew does its best, but seasonal needs for outdoor care and general upkeep occur during the vacation period of the regular employees.

After the tour, the sub-committee reviewed the landscape plan developed in the past. Some planting has been done, but the plan has not been completed; also previous plantings have died, along with the large trees in front of the J & A building. An update of the plan should be reviewed by the sub-committee or the full Delegation in 1985 and implemented during the spring and summer. Funds from the land leases should be used in the land improvement and should appear as a budget line item.

At the third meeting, the sub-committee toured the J & A building. We met with the County Attorney on the need for more space for his office and staff. Poor planning by the original building committee has denied a County Official of the necessary area to carry out the duties of

his office. In the original building plans, one small office area was designed for the County Attorney, whereas future planning in the Probate area allows excess room and storage areas. At the time the J & A building was built the possibility of the expansion of the County Attorneys was not taken into consideration. This situation will need to be corrected.

The sub-committee also toured the archive areas and found that this area could use a good housecleaning and a better organization of past records. Many of the past records are still in the boxes that they were probably moved in from the old court house. History could be lost if this situation is not corrected. There are two large archive areas at the present time; a study committee should investigate the combining of the areas, after the reorganization of materials stored there and the conversion into needed office space with ventilation and heating. The committee suggested the moving of the Probate Court to the second floor area and the conversion of this area into more office space for the County Attorney.

The second floor will be under the complete control of the Court system in 1985 and the Court has requested certain changes to better protect the courts.

The two small rooms near the Sheriff's Office, previously the County Attorney's Office, is unused at present. If the County Delegation will be excluded from the second floor by the Court, these rooms should be put at the disposal of the County Delegation for record keeping, sub-committee meetings, and executive meetings.

Three of the members met with the County Commissioners after having toured both outside and inside the J & A building; a request by the sub-committee to be kept informed of the leasing of the farm lands and building leases was made at this time. Also requested was a breakdown of the funds received from the land leases and how the funds have been spent in the past few years. This information was not readily available.

We therefore recommend the following: All land and building leases be brought before the sub-committee of the Delegation, who in turn will pass their recommendations on to the full Delegation before leases are granted by the Commissioners. Resource agencies who receive rent-free areas should be shown to have received a monetary value for the space provided to them in the budget report. The recent reorganization of the County Land Advisory Committee (CLAC), which has no statutory authority to approve spending County funds and does not have a Delegation member on it's Board, should either be approved and reorganized with Delegation membership or should be disbanded. Better cooperation between the Delegation and the

Commissioners Office would help eliminate the problems at the present time. Also a study of the basement area of the unused or under-used area might help the agencies presently occupying the building to better use the area available.

The sub-committee has not held a final meeting to draft a final report. Representative Banks was waiting for the Commissioners to meet to discuss the leasing bids and agreements, but they have proceeded without the sub-committee.

The report of the sub-committee was accepted by voice vote.

Commission Chairman Dumont presented a list of County facilities which had been, or will be shortly, leased. He said the Commissioners had not known they were supposed to get the Delegation's approval of the same.

Representative Joos said the Commissioners ignored the work of the land management committee, who were carrying out their statutory authority in reviewing prospective County leases. The function of the Delegation in this matter is one of law, he said.

A motion was made by Representatives Timm and Chisholm to accept the leases as printed. Representative Fielding moved to table the motion. The tabling motion lost 11 to 13. Voting in the affirmative were Representatives Dionne, Joos, F. Torr, Banks, Chagnon, Demers, Fielding, Grassie, Jones, R. Torr & Whiting. Against were Appleby, Lussier, Chamberlin, Chisholm, Donnelly, Flynn, Hennessey, Hussey, Kincaid, Bernard, Couture, Musler, and Timm.

Representative Grassie moved and it was seconded to amend the main motion to provide that any funds received through leases be returned to the General Fund through the leased office space account #4013. The amendment carried, as did the amended motion.

With no further business, the meeting adjourned at 4:05 p.m.

Respectfully submitted,
Victor Joos, Jr., Clerk
Strafford County Convention

STRAFFORD COUNTY DELEGATION
Minutes of December 11, 1984
Organizational Meeting

The meeting of the Strafford County Delegation was called to order by Representative Franklin Torr at 3:05 p.m. and without objection, appointed Janet Pelley as Temporary Clerk. The flag salute and meditation preceded the roll call, which showed the following

members present:

Present: Appleby, Bates, Berkey, Bernard, Bryant, Burton, Callaghan, Chamberlin, Dingle, Diamant, Dionne, Donnelly, Anita Flynn, Edward Flynn, Foss, Frechette, Frew, Hussey, Jones, Keans, Kincaid, Laurion, Meader, Musler, O'Brien, Packard, Parks, Pelley, Robinson, Spear, Sullivan, Swope, Ann Torr, Franklin Torr, Ralph Torr, and Whiting.

Nominations for temporary Chairman were opened. Representative Swope nominated Representative Meader and was seconded by Representative Laurion. There being no further nominations, the temporary Clerk cast one ballot for Representative Meader at the request of Representative F. Torr.

Temporary Chairman Meader stated that although Representative Keans was present, she could not vote as she had not yet been sworn in.

Without objection, Temporary Chairman Meader ordered a 15 minute recess to allow parties to caucus for the purpose of preparing nominations for Delegation officers.

RECESS

The following nominations were received for the office of Chairman. Representative F. Torr was nominated by Representative Whiting; seconded by Representative Appleby.

Representative Dionne was nominated by Representative Packard; seconded by Representative Sullivan.

By voice vote, nominations for Chairman were closed on a motion by Representative A. Flynn. Temporary Chairman Meader appointed Representatives Kincaid and Hussey as Tellers. After balloting, Temporary Chairman Meader announced that Representative F. Torr received 20 votes, Representative Dionne received 15 votes, and therefore declared Representative F. Torr as duly-elected Chairman. Chairman Torr assumed his office.

The following nominations were received for the office of Vice-Chairman:

Representative Chamberlin was nominated by Representative Robinson, seconded by Representative A. Torr.

Representative Dionne was nominated by Representative Donnelly, seconded by Representative A. Flynn.

Nominations for Vice-Chairman were closed. After balloting, Chairman F. Torr announced that Representative Dionne had received 19 votes, Representative Chamberlin received 16 votes and therefore declared Representative Dionne as duly-elected Vice-Chairman.

The following nominations were received for the office of Clerk:

Representative Bates was nominated by Representative Swope, seconded by Representative Berkey.

There being no further nominations, nominations were closed without objection, and Chairman F. Torr directed Temporary Clerk Pelley to cast one ballot for Representative Bates, who was then declared duly-elected Clerk and immediately assumed his duties.

Representative Robinson moved to include the Chairman, Vice-Chairman, and Clerk as full voting members of the Executive Committee. This motion was seconded by Representative A. Torr and carried unanimously.

Without objection, Chairman F. Torr ordered a brief recess to allow the cities and towns to elect their members of the Executive Committee.

RECESS

Chairman F. Torr announced the following members elected to the Executive Committee:

Dover: Representative Jones, Kincaid, and A. Torr

Rochester: Representatives Appleby, Keans, and Pelley

Somersworth: Representativess A. Flynn, and Lussier

Towns: Representatives Chamberlin, Bryant, Diament, and Swope

Chairman F. Torr announced that information on Committee choices would be sent out. In response to a question from Representative Frew, Chairman F. Torr stated that a description of each Committee's duties would be included. In response to a question from Representative O'Brien, Chairman F. Torr stated that members could certainly indicate their choice of meeting dates and times, although it is clearly impossible to suit everyone.

With no further business, the meeting adjourned at 4:20 p.m.

Respectfully submitted,
Timothy Bates, Clerk
Strafford County Convention

FINANCIAL REPORT OF STRAFFORD COUNTY
Fiscal Year Ending December 31, 1984

ASSETS

Cash and Temporary Investments:

General Fund	\$ 287,101.29
Payroll Fund	43,412.21
Nursing Home	205,461.51
Petty Cash	926.00
Certificates of Deposit (Jail)	1,300,000.00
Reserve - Employees Benefit Plan Admin.	5,000.00

Accounts Receivable:

Commissioners Office	182,314.72
Nursing Home	387,109.36

Prepaid Expenses:

Insurances	12,975.57
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Interco:	<u>88,165.39</u>
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TOTAL ASSETS	<u><u>\$2,512,466.05</u></u>
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LIABILITIES

Unexpended Balances of

Appropriations and Special Funds:

Special Appropriations	\$ 63,368.92
Federal Revenue Sharing	10,985.09
Capital Projects (Jail)	1,267,734.00
Reserve Funds	6,025.35

Accounts Payable & Encumbrances:

Commissioners Office	538,938.04
Nursing Home	69,655.56
Jail	4,478.25
Payroll Accounts	4,237.66
Deceased Patients	2,325.70

Surplus:	<u>544,717.48</u>
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TOTAL LIABILITIES	<u><u>\$2,512,466.05</u></u>
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	1984 Appropriation	1984 Expenditures
GENERAL GOVERNMENT		
Administration	\$ 140,730.00	\$ 144,689.28
Register of Deeds	128,281.00	132,065.33
J & A Building Maintenance	189,328.00	186,886.45
Interest on Temporary Loan	277,000.00	272,414.58
County Convention	7,900.00	4,965.97
Contingency	7,121.00	0.00
CRIMINAL JUSTICE & COURT SYSTEM		
County Attorney	117,297.00	115,836.84
Register of Probate	8,719.00	7,810.46
Judge of Probate	4,993.00	6,733.71
Sheriff	185,170.00	176,908.32
Dispatch	96,488.00	95,613.54
Medical Examiner	10,000.00	8,374.72
Superior Court	127,900.00	121,728.69
JAIL	574,290.00	572,914.66
WELFARE DEPARTMENT		
Welfare	1,979,470.00	1,913,538.84
Information & Referral	23,831.00	24,650.25
RIVERSIDE REST HOME	3,909,134.00	3,968,502.54

RESOURCE AGENCIES

Strafford County Extension Service	115,985.00	115,985.00
Strafford County Soil Conservation Dist.	13,500.00	13,500.00
Strafford County Regional Planning Comm.	3,800.00	0.00

HUMAN SERVICE GRANTS

Strafford Guidance Center	60,000.00	60,000.00
Strafford Community Action	40,000.00	40,000.00
Strafford Homemakers/Homehealth Aide	126,954.00	126,954.00
Strafford PreNatal & Family Planning	18,871.00	18,871.00
Southeastern New Hampshire Service Crop.	22,834.00	22,834.00
Meals on Wheels	2,000.00	0.00
Great Bay Training Center	4,240.00	4,240.00
Strafford County Child Care	21,858.00	21,858.00
Seacoast Task Force on Family Violence (d/b/a A Safe Place)	10,050.00	10,050.00

1984	1984
Appropriation	Expenditures

DEBT SERVICE

Interest on Bonded Debt	445,610.00	445,610.00
Principle on Bonded Debt	660,000.00	660,000.00

HEALTH INSURANCE

County Courthouse Insurance	80,000.00	97,703.91
Riverside Rest Home Insurance	263,000.00	223,287.23

CAPITAL EXPENDITURES

Courthouse	20,000.00	20,000.00
Riverside Rest Home	20,000.00	20,000.00
Riverside Rest Home	20,000.00	20,000.00
TOTALS	<u>\$9,716,354.00</u>	<u>\$9,654,527.32</u>

1984 STATEMENT OF BUDGETED AND ACTUAL REVENUES

	1984 Budgeted	1984 Actual
GENERAL GOVERNMENT		
Taxes from Cities and Towns	\$4,410,899.00	\$4,410,899.00
Register of Deeds	200,000.00	257,392.99
Sheriff's Department	61,000.00	59,466.00
Register of Probate	0.00	50.00
ENTERPRISE FUND		
Riverside Rest Home	4,023,805.00	4,123,615.38
OTHER INCOME		
Leased Office Space & Land Leases	15,570.00	16,179.98
RRH - Account Service	21,000.00	21,000.00
Interest Earned	490,000.00	627,083.89
Information & Referral - Hot Line	2,400.00	0.00
Insurance Refunds	15,000.00	79,246.98
Miscellaneous Income	4,000.00	3,183.43
Revenue Sharing Cash	299,000.00	299,000.00
Jail Income	0.00	2,370.60
Sheriff - Capital Reserve	0.00	110.00

WELFARE REIMBURSEMENTS

Welfare - Direct Relief	2,900.00	2,430.30
Welfare - Board & Care of Children	20,000.00	28,733.09
Welfare - County Patient Revenue	600.00	3,174.06
TOTALS	<u>\$9,566,354.00</u>	<u>\$9,933,935.70</u>

1984 TREASURER'S REPORT

All taxes due Strafford County from Cities and Towns were paid in 1984.

Balance, January 1, 1984	\$ 400,372.62
Receipts & Investments through December 31, 1984 ..	27,365,859.93
Cash from all Sources.....	\$27,766,232.55
Expenses & Investment Activity -	
Year Ending December 31, 1984	<u>27,479,131.26</u>
Balance, December 31, 1984	\$ 287,101.29

REVENUE SHARING FUNDS

Balance, January 1, 1984	\$ 2,097.00
Entitlements Received in 1984	<u>307,888.09</u>
Total Cash Available in 1984	\$309,985.09
Disbursements in 1984	<u>\$299,000.00</u>
Balance, December 31, 1984	\$ 10,985.09

STATEMENT OF OUTSTANDING DEBT

	Date of Issue and Maturity	1983 Principal Payment	Balance
BONDS	1983-1993	\$350,000.00	\$3,150,000.00
	1973-1993	135,000.00	1,170,000.00
	1969-1988	35,000.00	140,000.00
	1970-1990	10,000.00	35,000.00
	1977-1997	137,000.00	<u>1,690,000.00</u>
TOTAL OUTSTANDING DEBT			<u>\$6,185,000.00</u>

1984 COUNTY TAX APPORTIONMENT

\$4,410,899.00

	Proportion of Tax	Amount of Tax
Barrington	\$ 60.29	\$ 265,933.00
Dover	269.77	1,189,928.00
Durham	92.41	407,611.00
Farmington	45.96	202,725.00
Lee	31.59	139,340.00
Madbury	18.95	83,587.00
Middleton	14.12	62,282.00
Milton	32.88	145,030.00
New Durham	31.85	140,487.00
Rochester	231.95	1,023,108.00
Rollinsford	26.77	118,080.00
Somersworth	107.49	474,128.00
Strafford	<u>35.97</u>	<u>158,660.00</u>
TOTAL	<u>\$1,000.00</u>	<u>\$4,410,899.00</u>

RIVERSIDE REST HOME REPORT FOR THE YEAR 1984

The Riverside Rest Home is a certified Intermediate Health Care Facility whose goal is to provide health care which assists residents with rehabilitative potential to function at the highest achievable level and concurrently facilitate the appropriate supportive care to residents who are terminally ill. These efforts will be conducted in such a manner as to provide the highest quality of care at the most efficient and cost-effective levels.

The Riverside Rest Home maintained an overall occupancy level of 99.1% during the reported period. The breakdown of residents by pay sources for 1984 is as noted:

Medicaid:	96.0%
County:	.6%
Private:	3.4%

The physician support to the residents of Riverside Rest Home was again provided by Dr. Paul Choate and Dr. Roger Poulin. In addition, several area physicians continue to provide care for their patients in the facility.

The major staff addition to the Riverside Rest Home were as follows: Dr. Robert Wolter was appointed Consulting Administrator and Melody Jones was appointed Acting Administrator in October, 1984; Charles Ward became the Director of Dietary Services in August, 1984; and Bob Blair joined the staff as Assistant Director of the Housekeeping/Laundry Department in April, 1984.

Major activities for the year 1984 were: An extensive pet therapy program, numerous holiday and special event parties, plus attendance by residents at events in the facility and in the surrounding communities. The residents attended the Rochester Fair, participated in the Strawberry Festival, took annual foliage trips, and went on a Viking Sun Cruise Ship. Within the Activities Department, residents were active in bingo, cooking, sing-alongs, craft-making, and Bible study programs.

Volunteers continued to play an ever-important role in the facility, led by the Friendly Visitors, who were in their 25th year of service.

The number and quality of medical services for residents was increased during the year. The use of Glucoscan Plus was initiated for use in blood sugar testing, allowing the vast majority of outside laboratory tests to be eliminated. A gynecologist and internist were added to the consultant staff and in-house mobile X-ray and EKG services were procured.

To assist the staff of the Riverside Rest Home, an arrangement was effected with Seacoast Occupational Health Service, to provide occupational health support to the employees of Riverside Rest Home.

PHYSICIANS REPORT FOR THE YEAR 1984

The year of 1984 has been a most active one, with an exceptionally high turn-over of residents. The continuing pressure imposed by the mandated Diagnostic Related Groupings on the area's acute care facilities has resulted in Riverside Rest Home receiving new residents in much greater need of nursing care. This also has increased the work load of the attending medical staff as the frequency of required visitation was almost doubled.

The House of Correction has also represented an increased requirement for the attending staff, as the number and medical needs of the inmates has multiplied.

Respectfully submitted,
STRAFFORD COUNTY PHYSICIANS
Dr. Paul Choate
Dr. Roger Poulin

WELFARE DEPARTMENT'S REPORT FOR THE YEAR 1984

This year the Strafford County Welfare Department experienced a seventeen percent (17%) reduction in General Assistance.

In cooperation with the Dover Cooperative Ministerial Association, the County Welfare Department administered a \$5,500.00 grant through the Federal Emergency Management Act for an Emergency Shelter Pilot Program. Thanks to the efforts of the volunteer staff from the local churches, the Strafford County Dispatch Center and the volunteer time from the Welfare and Information and Referral staff, the program appears to have been successful in providing shelter not only on a crisis basis, but also in assisting clients in finding long-term housing.

Activity in the Information and Referral Center again this year totaled in excess of five thousand (5,000) calls. The Strafford County Crisis Home Program, operating with the Information and Referral Center, placed ninety-eight (98) children in voluntary home placements at no cost to the taxpayers of Strafford County. The Statewide Group Home

Information Line has continued to be funded by the Counties on a statewide basis and administered through Strafford County Information and Referral.

Many thanks to the City Welfare Departments for their cooperation and assistance, and in particular, the City of Rochester for the Space provided for our Rochester Outreach Office, which continues to provide greater accessibility and improved case management in the northern part of the County.

Special thanks to the Board of Commissioners for their continued support, encouragement and cooperation.

Respectfully submitted,
Janet A. Cosgrove, Director
County Welfare

STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS' REPORT FOR THE YEAR 1984

This is the 1984 Annual Report for the Strafford County Department of Corrections. Also included is the Annual Progress Report of the programs available at our institution.

In 1984 we had the opportunity to see the start of construction for the new facility (tentative completion date of May, 1985)

Five (5) correctional officers attended the Association of Counties Correctional Officer School, completing one hundred and five (105) hours of training. The entire staff, under my command has completed twenty (20) hours of in-service training on correctional policies and procedures of the Strafford County Department of Corrections.

We are looking forward to moving into the new facility. Our goals for 1985 are as follows:

1. To train the correctional personnel in all aspects of operations in a new institution;
2. To implement an effective classification system which will enable us to be in compliance with the State and Federal Standards and provide a more flexible segregation process;
3. To improve and expand existing programs by providing the population with construction work to offset idleness, instill work ethic, possibly provide financial inmate support and an opportunity to make restitution.

In conclusion, I would like to take this opportunity to thank the Strafford County Commissioners, Glenn Fratto, my staff, and volunteers from the community in assisting me as Superintendent of the Strafford County Department of Corrections.

Sincerely,
Nelson E. Goodfield
Superintendent

WORK RELEASE PROGRAM

In 1984, two thousand, three hundred, seventy dollars and sixty cents (\$2,370.60) was generated in revenues to the County for room and board. Most of our participants were granted the privilege of work release at the time of sentencing by the Court. Because seeking employment is so time-consuming for the staff, inmates are required to find their own jobs. The following are the requirements for work release:

1. Serve one-third (1/3) of the minimum sentence;
2. Obtain recommendation from the entire correctional staff;
3. Provide own transportation;
4. Pay twenty-five percent (25%) of the net income towards room and board.

Below is a list of jobs that were held by work release participants:

Grocery Store	1	Construction	7
Kingston Warren	1	YMCA (janitorial)	1
Shoe Shop	3	Brick Yard	1
Auto Body Shop	1	Fork Lift Operator	1

HIGH SCHOOL EQUIVALENCY PROGRAM

The G.E.D. Program at the Strafford County Department of Corrections is currently under the direction of Minnett Induisi, and the exam is administered by the official proctor, Pauline Durand, Program Coordinator of our facility.

The program is funded by the State Adult Basic Education Department, and the grant money is filtered through the Dover Adult Learning Center. This provides us with six (6) hours of training per week.

In addition to the G.E.D. Program, Minnett Induisi encourages continuing education on all levels. A volunteer literacy program has been implemented and volunteers teach fundamental math and reading skills to the under-educated population. To those inmates who have already completed their high school education or have achieved their G.E.D., furthering their education is encouraged, especially in the areas of math, sociology, psychology, and writing skills.

One student entered the G.E.D. Program with an eighth grade formal education. He studied for his G.E.D. and received one of the highest G.E.D. scores received by anyone in the entire state of New Hampshire. He then studied for six (6) CLEP exams for college credit. The results of all the tests have not been returned yet, but at this time, the inmate has already earned twelve (12) college credits. This student has asked for and received permission from the Court to take a college course through the School for Lifelong Learning at the University of New Hampshire. Hopefully by the time he is released, he will have been accepted into a degree program at the School for Lifelong Learning.

Mrs. Induisi has written and submitted a grant to the New Hampshire Charitable Fund for two (2) computers and educational software to continue and expand the education of the population. The full grant has been awarded, and the facility presently has the use of one (1) Apple II computer with the second computer to arrive shortly. The education software is on all levels, from basic reading, phonics, to advanced math skills.

In the year 1984, thirty-eight (38) students have participated in the program, eleven (11) in the advanced study program, and nine (9) have achieved their certificate. Of the students who have not successfully completed the entire G.E.D. exam, for reasons such as transfer to the State Prison, released, etc. the following sections of the exam have been successfully completed:

Writing	Social Studies	Science	Reading	Math
1	2	3	2	1

Pauline Durand follows up on the transferred inmates to encourage the inmate to continue his education. For example, the records of inmates who have been transferred to the State Prison or other facilities are forwarded to these institutions. This facilitates their educational progress. Those inmates who are released are given information about or are referred to local adult education centers or local colleges.

As this report indicates, although the G.E.D. Program is especially designed for G.E.D. candidates, any individual who wants to continue

his education, regardless of his educational level or ability, is admitted into the program. This program is designed to encourage education at all levels.

In conclusion, this is the sixth year that this G.E.D. Program has been in existence, and each year the rate of success has been better. We are proud of the range of education, as well as the number because we are now educating more of the population. With the opening of the new facility in late spring, we shall be providing services to different levels of security, to both a male and female population, and to a greater number of inmates. Hopefully, the program hours will be expanded to meet the educational needs of this new and larger population.

DRUG AND ALCOHOL PROGRAM (Southeastern New Hampshire Services)

An alcohol and drug abuse program was implemented at the Strafford County Department of Corrections in January, 1983. At that time the program was three (3) hours in length and services were provided by Paul Spack, M.Ed., of the Southeastern New Hampshire Services staff and one (1) volunteer.

In May, 1983, Pat Lilly, B.S., assumed the counseling duties and services were extended to six (6) hours. In August, 1984, Russell Dean, BSW., joined the program as an additional counselor and services were extended to nine (9) hours.

The basic structure of the program is as follows:

1. Monday: A weekly educational group utilizing films and literature, followed by a discussion.
2. Wednesday: A weekly therapeutic group (10-12 inmates).
3. Friday: Individual counseling. This is provided on a rotating basis to ensure that any inmate requesting services receives a minimum of one and one-half (1½) hours of individual therapy per month.
4. Evaluations and assessments requested by attorneys for pre-trial and treatment purposes.
5. Evaluations and assessments requested by the Strafford County Department of Corrections for program eligibility while incarcerated.
6. Establishment of a treatment plan during incarceration and follow-up treatment upon release.
7. Referrals to appropriate residential/rehabilitation treatment when deemed necessary.

Below is a statistical review of program participation, referrals, and follow-ups for 1984:

Presently Active	10
Transferred to State Prison	7
Transferred to State Hospital	2
Group Participants	29
Individual Counseling	44
Residential/Rehabilitation Treatment	8
Referrals for On-going Counseling	15
Follow-ups	12

ROADSIDE CLEAN-UP PROJECT

The goal of the Roadside Clean-Up Project was to clean up litter on secondary highways in Strafford County. The Program started in August and terminated October 12, 1984. We are looking forward to the program starting again in the spring.

A total of fourteen (14) individuals participated in the program. Two thousand, three hundred, and eighty-four (2,384) bags of litter were collected, covering a radius of nine hundred and eight (908) miles of Strafford County. The towns and cities that took advantage of the program are Dover, Somersworth, Rochester, and Farmington.

Five hundred and sixty-one dollars (\$561) were generated in revenue to the County for room and board and two thousand, one hundred, seventy dollars and eighty cents (\$2,170.80) was paid in inmate wages.

We feel that the program was successful, not only in accomplishing its goal of cleaning towns and cities, it also reduced idleness in the facility, and provided inmates with funding to lessen financial impact to reintegration to society.

TOUR THE FACILITY

In 1984, the Town of Durham and the City of Somersworth took advantage of the program, "Tour the Facility." Forty (40) individuals from Durham participated, and according to Durham Probation Officer, Ray Bilodeau, only one (1) person returned into the system. Reporting from Somersworth, Probation Officer Michael O'Connor indicated that eight (8) individuals, age seventeen (17), participated and one (1) returned into the system.

Not only does this program save taxpayers money, it obviously works as a deterrent to incarceration.

As we indicated in 1983's Annual Report, other cities and towns have not taken advantage of this program. Hopefully, 1985 will prove to be more successful in terms of town/city participation.

JUVENILES AND FEMALE OFFENDERS

In 1984, eleven (11) juveniles were incarcerated at the Strafford County Department of Corrections, totaling, one hundred and thirty-seven (137) days of confinement.

Female Offenders were boarded in other counties and the following is a list of the number of females housed in other facilities:

Rockingham	7
Merrimack	3
Hillsboro	1

With the opening of the new facility, we will have capabilities to hold a limited number of females and juveniles.

DWI OFFENDERS

DWI, First Offense	14
Aggravated DWI, First Offense.....	4
DWI, Second Offense	72
Aggravated DWI, Second Offense.....	1

MONTHLY DAILY AVERAGE POPULATION FOR 1984

January	32.8
February	27.4
March	25.5
April	32.6
May	31.3
June	31.3
July	33.5
August	38.1
September	33.2
October	35.7
November	33.7
December	23.8
Yearly Average	30.9
Admissions	570
Average Age.....	22-23
Peak Month	August

OFFENSES FOR 1984

OFFENSE	TOTAL
False Fire Alarm	1
Vandalism	1
Fugitive From Justice	8
Habitual Offender	1
Criminal Restraint	1
Attempted Criminal Restraint	1
False Imprisonment	1
Felonious Sexual Assault	4
Aggravated Felonious Sexual Assault	8
Sexual Assault	5
Attempted Arson	1
Forgery	3
Attempted Felonious Sexual Assault	1
Arson	6
Criminal Liability of Another	2
Misuse of Power (MV)	1
Speeding (MV)	2
Escape	1
Endangering Welfare of a Child	1
Writ of Habeas Corpus	1
Bad Checks	6
Drunk in Public	3
Kidnapping	1
Witness Tampering	2
Possession of Drug Paraphenalia	1
Illegal Transportation of Spirits	1
Attempted Escape	1
Interfering with Police Officer Duties	1
Non-Support	2
Manslaughter	1
Assault on a Police Officer	5
Disobeying a Police Officer	8
Resisting Arrest	36
Reckless Conduct	1
Disorderly Conduct	56
Criminal Threatening	6
Criminal Mischief	12
Criminal Trespass	23
False Official Report	8

Contempt of Court	12
Unpaid Fines	22
Failure to Appear	21
Warrants	30

OFFENSE	TOTAL
Capias	7
Concealment of Merchandise.....	8
Attempted Concealment of Merchandise	1
Auto Theft.....	7
Attempted Theft	3
Theft	41
Accomplice to Robbery	1
Robbery.....	8
Assault.....	50
Attempted Burglary	1
Burglary.....	50
Violation of Parole	6
Violation of Probation	7
Lewdness	2
Indecent Exposure	9
Felonious Use of Firearm.....	2
Felonious Possession of Firearm.....	1
Armed Robbery.....	2
Harrassment.....	1
Disbursement of Stolen Property	1
Receiving Stolen Property	14
Possession of Stolen Property	6
Possession of Controlled Drug with Intent to Sell.....	4
Possession of Controlled Drug 2nd Offense	1
Possession of Controlled Drug	23
Receipt Controlled Drug Fraud/Deceit	1
Manufacturing of Controlled Drug	1
Sale of Controlled Drug	10
Juvenile Petition	4
Prohibition	1
Unpaid Restitution	2
Held for Sentencing.....	4
Reckless Operating (MV)	4
Misuse of Plates (MV)	2
Unregistered (MV)	3
Operating w/o Financial Responsibility.....	4

Operating after Suspension/Revocation 73

Conduct After Accident (MV) 8

DWI - 2nd Offense 72

DWI - 1st Offense 14

Aggravated DWI - 2nd Offense 1

Aggravated DWI - 1st Offense 4

**STRAFFORD COUNTY ATTORNEY'S REPORT
FOR THE YEAR 1984**

The office of the Strafford County Attorney performs a dual function. First (in terms of workload), the County Attorney serves as the Attorney Generals' representative in Strafford County. As such, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in the Strafford County Superior Court, with the exception of capital murder and first and second degree murders. This function involves reviewing/directing criminal investigations by local and State police, preparing and presenting evidence for felony indictments before the Grand Jury, reviewing misdemeanor and violation appeals to the Superior Court, researching and responding to motions filed with the Court, attending depositions of witnesses, preparing witnesses for deposition and trial, attending Court hearings, pretrial-call of the list, trial, sentencing, sentence view, and other post-conviction hearings.

The second function of the County Attorney is to serve as legal council for Strafford County. A variety of duties are performed by the County Attorney in fulfilling this function, including representing the County's interests in civil litigation in which the County or one of its agents is a party in State or Federal courts, representing residents of Strafford County in URESA proceedings, advising other County officials on legal issues involving their departments (e.g., County Commissioners, County Welfare, County Personnel Committee, Sheriff's Department, County Jail,etc.), acting as a legal resource for County Delegation members and advising them of legal implications on proposed legislation.

Aside from these two main functions of the County Attorney, other duties are prescribed by statute: initiating Habitual Offender petitions, responding to untimely, suspicious or unattended deaths, and ordering autopsies when appropriate, and initiating extradition proceedings. In addition, as a public official, the County Attorney has a duty to the people of Strafford County and to the judicial system to

promote justice and assist in expanding public awareness and understanding of our system of justice. The County Attorney meets this responsibility serving as a public resource and speaking before a variety of civic and public agencies concerned with understanding and improving the quality of justice in Strafford County.

In 1984, several significant and even historical changes occurred in the administration of criminal justice in Strafford County. For the first time in history, Strafford County was assigned two full-time judges in the Superior Court. As a result, several weeks during the year, both courtrooms were assigned criminal cases simultaneously. In addition, Strafford County was one of two counties to initiate a new criminal case structuring order system, which is designed to speed up the process of disposing of criminal cases. Both of these changes placed tremendous demand on the County Attorneys' office and necessitated increasing the professional and supportive staff.

The County Attorneys' office continued to remain active in advising local and County officials in many areas of law. The County Attorney and the Assistant County Attorneys' address many community and law enforcement groups on a variety of subjects, including: Child abuse, sexual assault, DWI, criminal justice system, and many other topics of concern to the community.

Respectfully submitted,
Lincoln T. Soldati
Strafford County Attorney

STRAFFORD COUNTY SHERIFFS' DEPARTMENT REPORT FOR THE YEAR 1984

RSA 104:5 DUTIES: He shall by himself or his deputies, serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of crier of the Court.

My second year as Strafford County Sheriff has been as rewarding as my first year. The Department presently consists of three (3) full time male deputies and one (1) full time female deputy. This staff, along with an operating budget of \$183,368.00, is one of the smallest in the state, although our County is the fourth largest.

Civil process and prisoner transports are our primary jobs. During 1984, over nine hundred (900) hours were spent transporting prisoners to and from our Courts and County Jail, to the Youth Development Center, the New Hampshire State Hospital or the New Hampshire State Prison. Our department made seventy-six (76) arrests and served five

thousand, seventy-six (5,076) civil processes. The average work week for a deputy sheriff is forty-six (46) hours.

In the interest of quality service, we will continue to be an effective part of County government, striving to satisfy the needs of the Courts and the interests of the citizens of Strafford County.

I would like to thank my employees, the law enforcement agencies in Strafford County, along with other public service officials, citizens and friends who have provided support and cooperation, for without your assistance our success would not be possible.

Respectfully submitted,
Richard T. Cavanaugh
Sheriff

STRAFFORD COUNTY COOPERATIVE EXTENSION SERVICE REPORT FOR THE YEAR 1984

The mission of the Strafford County Extension Service is to translate the latest research and technological advances of the University of New Hampshire, and other land-grant universities, and the United States Department of Agriculture into practical information to help citizens solve important day-to-day problems. This is done through informal Extension education.

From vast experience, this agency has learned and proved that the only way to really help those in need is to teach them skills and techniques which will enable them to provide for themselves and their families. This concept is reflected in our 4-H motto, LEARN BY DOING.

Traditionally, the Cooperative Extension Service has responded to citizen needs, which necessitates added travel and the services of program aides and specialists, as well as an increase in supplies and materials, to effectively reach the ever-increasing number of people in Strafford County who truly need and ask for help.

Of course, we realize that all agencies are prudently striving to keep their expenditures to a sensible operating level. This has always been Extension's goal. In fact, when changes in personnel or other unanticipated factors have enabled us to end the year with a sizable balance, we have returned it to the County, either by subtracting that amount from our new budget request or, as this year, when we returned \$1,024.88 to the County Commissioners by check.

Actually, the Extension Service each year returns to the County more than an unexpended balance. Through our agricultural and forestry programs, we help increase receipts from farm revenues,

timber and business profits taxes, and increased employment. And helping our young people grow into good, productive citizens is certainly a definite asset in all kinds of ways.

As you know, the Cooperative Extension Service represents a unique partnership involving federal, state and County governments. The five (5) Extension agents in Strafford County are jointly funded with federal, state and County monies. In addition, costs of all fringe benefits provided the professional staff come from non-County funds.

The Extension watchword is EDUCATION and it is our firm commitment and intention to work cooperatively with the County government—Commissioners and Delegation—for the betterment of the people we serve.

COUNTY EXTENSION AGENT AGRICULTURE ANNUAL REPORT FOR 1984 (October 1, 1983 - September 30, 1984)

The agriculture segment, as in all phases of Extension work in Strafford County, is a cooperative effort. A number of key group members and individuals have lent their expertise and time to assist in the development of a number of new programs and projects. These people include our Extension Service Council members (especially those representing agriculture), commercial producers and growers, community leaders, Extension specialists, Board members of the Friends of Agriculture, and some home owners. I appreciate each and every one of their efforts to help increase agricultural production in Strafford County.

WORKSHOPS PRESENTED

- Milk Diversion Program
- New Workers Orientation
- Strafford/Rockingham Farm Record Accounting
- Tree Fruit Short Course
- Small Fruit Short Course
- Suburban Survival
- Private Applicator (Pesticide) Training
- Farm And Forest Exposition - Tree Fruit for Home Gardens
- Lawn Care - Country Living Day
- Pruning Demonstration
- Grafting Workshop
- Vegetables and Fruit Trees for the Home

ORGANIZATION AND AGENCIES ASSISTED

Strafford County Facilities and Committees:

- County Land Advisory Committee (CLAC)
- Riverside Rest Home-Lagoon System
- Jail - Utilized prisoners in Demonstration Orchard and in pruning Lilac
- Demonstration Site - Chaplins', Rochester Extension
- Demonstration Orchard- 100 Fruit Trees

Friends of Agriculture:

- Fruit Tree and Plant Order;
- Farm and Forest Exposition Display
- Farmers Market in Dover and Durham

New Hampshire Future Farmers of America:

- Horticulture Judging Contest

Agricultural Stabilization and Conservation Service:

- Serve as Agricultural Advisor to County Commission
- Member of Emergency Board Committee

Soil Conservation Service:

- Cooperate with Development of Farm Plans

Strafford County Conservation District:

- SCCD/Friends of Agriculture Banquet

SCHOOL/MUNICIPAL/STATE ASSISTS

School:

- St. Mary's Catholic School - Landscaping Plan
- Oyster River Schools - Athletic Fields

Municipal:

- Dover Conservation Committee - Explanation of LESA System
- Rochester Public Library - Lawn and Landscaping
- Somersworth Public Works - Teach Proper Pruning

State:

- Governor's Lilac Beautification Committee
- UNH Recreation Department - Mendum's Pond Recreation Area
- New Hampshire Highway Department - Seeding Evaluation

INTER-COUNTY COOPERATION

- Strafford/Rockingham Counties Site Plan Analysis Workshops

INTRA-OFFICE COOPERATION

Coordinate 4-H Fruit Orders (Statewide) with Friends of Agriculture Fruit Order
Jude 4-H Exhibits at Rochester Fair
4-H Lilac and Landscaping Project
Multi-Agent Homesteading Visits

EXTENSION COMMITTEES

Extension Conference Committee
Vegetable Commodity - Program Development Committee
Rockingham/Strafford Dairy Advisory Committee

PROFESSIONAL ASSOCIATIONS

President of New Hampshire's Agricultural Agents Association
Vice President of New England Association of Extension Agents
President of Council of New Hampshire Extension Associations

MEDIA/PUBLIC RELATIONS

WTSN Open Mike Show
WWNH Sound Off Show (twice)
Dover Home Show

ADMINISTRATION

NEL (New Hampshire Extension Service's Reporting System)
Coordinator
Administrative Intern for New Hampshire Cooperative Extension Service (September 12 - December 23)

HOME ECONOMIST'S ANNUAL REPORT FOR 1984 (October 1, 1983 - September 30, 1984)

The purpose of the Cooperative Extension Service is to extend the knowledge resources of the U.S. Department of Agriculture (USDA) and the University of New Hampshire (UNH), in response to the needs of the local citizenry, through Extension education. Individuals use Extension education to help solve problems, make decisions, and improve their skills to become informed citizens.

The ultimate goal of the Home Economics Program area is to assist individuals and families improve the quality of their lives within: family economics, human development, nutrition, health, housing, home environment, energy and clothing. Educational programs are planned and developed by; understanding the individuals who are served,

identifying local/state current concerns and needs, analyzing future trends, and obtaining appropriate training where necessitated.

Input from the Home Economics Advisory Council, Extension Service Council members, social/educational agencies, members of clubs and organizations, mail questionnaire, telephone inquiry and special committee provided suggestions and direction for the educational programs offered throughout the year.

Educational information is offered via public meetings, Extension Homemaker Club meetings, community organizations' meetings, the training and utilization of volunteer teachers, packaged programs, home correspondence courses, special interest newsletters, special interest literature, mass media, and personal contact.

SUMMARY OF HOME ECONOMICS EDUCATIONAL EFFORTS
October 1, 1983 - September 30, 1984

DELIVERY PROCESS		AUDIENCE REACHED	
Newsletters:			
Home Economics	4,700	monthly	
Monthly Program Guide	2,109	monthly	
Cradle Crier	91	monthly	
So:Sew	10	monthly	
Microwave News	25	monthly	
Your Aging Parent	10	monthly	
Kid Connection	11	monthly	
Telephone/Office Consultations:	1,120		
One Radio Program:	50,000		
Two Newspaper Articles Released/7 Newspapers:	130,000	potential	
USDA/EXT Bulletin Distribution	135		
Exhibits:			
Dover Adult Learning Center	50		
Dover Home Show	2,100		
Suburban Survival Day	50		
94 Programs and/or Events for Adults were Held:	1,140	approximate total	attendance

These programs include: lectures, demonstrations, workshop series, club requests, and Homemaker Advisory Council sponsored events.

Some of the program offerings representative of the 36 different topics provided for County residents this year include:

Title	Times Held	Participation
Decision-Making	6	72
Cooking with Herbs	3	87
Let's Clean House	2	67
Nutrition Issues	12	244
Food Preparation	3	39
6-Part Skirt Alteration Series	1	12
Indoor Air Quality	3	76
Lovely Old Laces	1	145
Christmas Workshop	1	125
Quilt-In-A-Day	1	25

SUPPORTIVE ACTIVITIES INCLUDED:

Organization/Agency Assists:	17
Pressure Canners Tested	14
Phone Assists	930

SPECIAL PROJECTS:

Eleven (11) informational pamphlets/bulletins were prepared with an estimated distribution of one thousand, two hundred (1,200).

VOLUNTEER LEADERS:

Thirty-one (31) training sessions were held for sixty-six (66) volunteer trainers who reached nine hundred, ninety (990) individuals.

Eighty-one (81) volunteer leaders conducted programs representing nine hundred, seventy-two (972) hours of preparation and teaching time with an estimated value of volunteer time to Extension of \$6,804 (based on a recent Cornell University "opportunity cost" figure of \$7 per hour).

Forty-eight (48) volunteer Extension Homemaker and Service Council members contribute two thousand, one hundred, fifty-two (2,152) hours in meeting time with an estimated value to Extension of \$15,664.

STRAFFORD COUNTY 4-H ANNUAL REPORT FOR 1984

The Strafford County 4-H Program works through volunteer leaders to provide education to all youth in the areas of Agriculture, Natural Resources, and Home and Family Living. Using the 4-H Project as a

vehicle, each member also develops broad skills in the areas of leadership development and citizenship.

More than one hundred (100) volunteer leaders who are working with youths who represent every Strafford County town. 4-H professionals provide training and project resources to these volunteers. While primary focus of the 4-H Program is on the local club, program enrichment and support are also provided to schools and community groups in such areas as: embryology, bicycle safety, forestry, handicapped awareness, and the international 4-H Youth Exchange Program.

4-H remains an educational program, providing meaningful personal and vocational skills to youth. Our approach is that of LEARNING BY DOING. All youths are encouraged to participate, to learn and to achieve at their own personal level. Special programs on the county level help youth members develop skills in PUBLIC SPEAKING and PUBLIC PRESENTATIONS.

Major 4-H events are:

- 4-H Award Night
- Winter Field Day
- 4-H Demonstration Day
- 4-H Performing Arts Night
- County Horse Show
- 4-H Horse Trials
- Rochester Fair
- 4-H Officer Training
- 4-H Training for Clothing Leaders
- 4-H Veterinary Science Series
- Kids on the Block - Handicapped Awareness
- 4-H Leader Training - Animal Science
- 4-H Records Training
- 4-H Fashion Revue
- 4-H Forestry Event
- 4-H Camp

**STRAFFORD COUNTY EXTENSION FORESTER ANNUAL REPORT
FOR 1984
(October 1,1983 - September 30,1984)**

This was an active year for forestry interest with sawtimber and cordwood operations staying active. Stumpage price also held with a slight drop in red oak stumpage at the end of the year.

Again, Strafford County received special recognition regionally and

nationally through Les Barden of Farmington who was the New England Tree Farmer of the Year. In the fall of this past year, he led a special promotion tour through the cities of Boston, Hartford, Baltimore, and Washington, D.C. promoting proper forest management.

Les has been working with the University of New Hampshire - Strafford County Extension Forestry Program since 1961.

The County Forestry Program is the cooperative program financed by County, state, and federal funds; and is administered by the Cooperative Extension Service through agreements with the State Division of Resources Development and the United States Forest Service. It is an adult educational program, aimed at helping private and municipal woodland owners in Strafford County with land-use problems. In addition, it offers assistance to wood-using industries in locating, processing, and marketing forest products. Besides helping people realize monetary returns from their woodlands and its products, the Forestry Program is charged with protecting our forest resources for future generations. It is entirely voluntary on the part of the woodland owners and timber operators.

The Extension Forestry Program is successful because the landowner is free from high-pitched sales talks when dealing with a public forester, who does not benefit financially from the visit to the woodlot. Therefore, the landowner knows the information received is objective, and can make decisions regarding the forest and his/her future on the land without the pressure of a salesman-customer situation.

A view of this year's County Forestry Program includes the following:

Management Plans	4 people	225 acres
Revised Plans	1 person	100 acres
Tree Planting	70 people	32 acres
Wildlife Habitat Development	2 people	215 acres
Shade Tree Assists	145 people	
Landowner Association Assists	1 person	
New Clients	64 people	
Repeat Clients	42 people	
Tax Assistance (Current Use)	17 people	
Marketing Assistance	160 people	
Hardwood Marked	18 people	25 acres
		90 cords
Softwood Marked	82 thousand board feet	
	8 people	27 acres
Referrals to Consultant Foresters	131 cases	
Referrals to Industrial Foresters	60 cases	

Woodland Examinations	78 people	2,615 acres
Weeding & Thinning	16 people	104 acres
Pruning	18 people	37 acres
Acres Referred to Private Foresters		4,200 acres
Access Roads	1 person	1,800 feet
Talks and Demonstrations	23	
Radio Shows	4	
Meetings	50	
Training Days	21	

OTHER PROJECTS:

4-H Forestry Program
 Biomas Facility Promotion
 Four Forestry Weekend Workshops
 New England Tree Farmer of the Year
 Presentation at the New England Governor's Conference
 Logging Tour for Spaulding High School Students
 Transplanting Demonstration for Dover Students
 Cooperated with Soil Conservation Service on Forest Access
 Road Repair
 Revitalized County Land Advisor Committee
 Participant and Instructor in New England Rural Leader Program
 Assisted the 4-H State Woodmen's Competition at Gunstock
 Assisted UNH Forestry Class and Thompson School Forestry Class
 Continued Responsibility as Extension Office Coordinator
 Program at Farm and Forest Exposition
 Served on Cooperative Extension Service Conference Committee

Respectfully submitted,

Don C. Black

Strafford County Extension Forester

EXPANDED FOOD AND NUTRITION EDUCATION PROGRAM ANNUAL REPORT FOR 1984

COOPERATING AGENCIES:

Strafford County Head Start: Dover
 Strafford County Head Start: Somersworth
 Strafford County Head Start: Farmington
 Strafford County WIC
 Tri-Area Visiting Nurses: Somersworth
 Dover District Visiting Nurses Association

Dover Welfare
Pre-Natal and Family Planning: Dover
Developmental Services: Dover
Rural District Nursing Association: Farmington
Farmington Youth Center

AUDIENCE REACH: April 1984 - September 1984

Males: 27
Females: 647

INTER-OFFICE COOPERATION:

Participated in Suburban Survival Day
Participated in Dover Home Show
Judged at 4-H Fair in Rochester

UPCOMING PROGRAMS

Youth Groups will be organized in Dover and Farmington and will cover the topics: health snacks, fast foods, shopping skills for teens, helping Mom in the kitchen, and food preparation for all ages. Youths 6-18 may participate.

Adult groups will be starting in Dover, Somersworth and Farmington, and will cover topics such as: the Basic Four, safe and proper food preparation and menu planning. These adult group sessions will run from six to eight weeks.

Respectfully submitted,
Paulette Burke
Program Assistant

